

MICHAEL W. KANE, MPA
Legislative Budget Assistant
(603) 271-3161

CHRISTOPHER M. SHEA, MPA
Deputy Legislative Budget Assistant
(603) 271-3161

State of New Hampshire

OFFICE OF LEGISLATIVE BUDGET ASSISTANT
State House, Room 102
Concord, New Hampshire 03301

STEPHEN C. SMITH, CPA
Director, Audit Division
(603) 271-2785

June 16, 2016

To the Members of the Fiscal Committee
of the General Court

The Chairman of the Fiscal Committee of the General Court, as established by RSA 14:30-a, of which you are a member, has requested that you be notified that the Fiscal Committee will hold a regular business meeting on Friday, June 24, 2016, at 10:00 a.m. in Room 210-211 of the Legislative Office Building.

Please find attached information to be discussed at that meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael W. Kane".

Michael W. Kane
Legislative Budget Assistant

MWK/pe
Attachments

FISCAL COMMITTEE
AGENDA

Friday, June 24, 2016 in Room 210-211 of the Legislative Office Building

10:00 a.m.

- (1) Acceptance of Minutes of the May 20, 2016 meeting

NOTE: ALL ITEMS LISTED ON THE AGENDA UNDER CONSENT CALENDAR ARE IN BOLD.

- (2) Old Business:

FIS 15-229 Department of Health and Human Services – authorization to implement the actions contained in the Cost Savings Plan to support the dual purposes within the Sununu Youth Services Center of providing both secure youth detention and psychiatric residential treatment. (FIS 15-229 Additional Information – Letter from Representative Kurk, dated November 18, 2015, containing two separate provisions relative to the funding of the Sununu Youth Services Center) **Tabled 12/18/15**

FIS 16-082 New Hampshire Liquor Commission – authorization to accept and expend \$249,270 in other funds through September 30, 2016 **Tabled 05/20/16**

FIS 16-087 Department of Health and Human Services – authorization to accept and expend \$8,298,168 in federal funds effective July 1, 2016 through December 31, 2016 **POSTPONED 05/20/16**

CONSENT CALENDAR

- (3) **RSA 14:30-a, VI Fiscal Committee Approval Required for Acceptance and Expenditure of Funds Over \$100,000 from any Non-State Source:**

FIS 16-090 Department of Justice – authorization to budget and expend \$59,313,582 in other funds through June 30, 2017

FIS 16-091 Department of Environmental Services – authorization to accept and expend \$5,198,361 in other funds through June 30, 2017

FIS 16-092 Department of Environmental Services – authorization to budget and expend \$50,000,000 in other funds through June 30, 2017

FIS 16-093 New Hampshire Liquor Commission – authorization to accept and expend \$109,692 in other funds through September 30, 2016

FIS 16-098 Department of Education - contingent upon Fiscal Committee approval of FIS 16-087, authorization to accept and expend \$612,500 in other funds for the period of July 1, 2016 through December 31, 2016

FIS 16-100 State Treasury – authorization to accept and expend \$500,000 in other funds through June 30, 2016

FIS 16-104 Department of Administrative Services – authorization to accept and expend \$100,000 in other funds through June 30, 2017

FIS 16-107 Department of Health and Human Services – authorization to accept and expend \$941,245 in federal funds effective July 1, 2016 through June 30, 2017

(4) **RSA 14:30-a, VI Fiscal Committee Approval Required for Acceptance and Expenditure of Funds Over \$100,000 from any Non-State Source and RSA 124:15 Positions Authorized:**

FIS 16-099 New Hampshire Employment Security – contingent upon Fiscal Committee approval of FIS 16-087, authorization to; 1) accept and expend \$477,930 in other funds through December 31, 2016, and 2) establish seven (7) full-time temporary positions consisting of; six (6) Employment Counselor Specialist (LG 19) and one (1) Program Specialist I (LG 19) for the period beginning July 1, 2016 through December 31, 2016

FIS 16-108 Department of Health and Human Services – authorization to; 1) subject to approval of #2, retroactively amend FIS 15-172, approved August 26, 2015, by extending the end date from December 31, 2015 through June 30, 2017 for three (3) full-time temporary positions consisting of a; Senior Management Analyst, Program Planner III (Data Analyst) and Program Planner III (Communication Specialist), and 2) further authorization to accept and expend \$294,310 in federal funds through June 30, 2017

(5) **RSA 124:15 Positions Authorized:**

FIS 16-094 Department of Administrative Services – authorization to establish one (1) temporary part-time Planning Analyst/Data Systems position for the period of July 1, 2016 through June 30, 2017

(6) **Chapter 276:4, Laws of 2015, Department of Administrative Services; Transfer Among Accounts and Classes:**

FIS 16-101 Department of Administrative Services – authorization to transfer \$92,845 in general and other funds in and among accounting units through June 30, 2017

FIS 16-106 Department of Administrative Services – authorization to transfer \$50,000 in general funds in and among accounting units through June 30, 2016

(7) **Chapter 276:23, Laws of 2015, Judicial Branch; Transfers:**

FIS 16-097 Administrative Office of the Courts – authorization to transfer \$499,620 in general funds between expenditure classes through June 30, 2016

(8) **Chapter 276:143, Laws of 2015, Department of Health and Human Services; Transfer Among Accounts and RSA 14:30-a, VI Fiscal Committee Approval Required for Acceptance and Expenditure of Funds Over \$100,000 from any Non-State Source:**

FIS 16-103 Department of Health and Human Services – authorization to transfer \$2,068,355 in general funds, increase related federal revenues in the amount of \$981,121, and increase related other revenues in the amount of \$187,640 through June 30, 2016

(9) Chapter 276:219, Laws of 2015, Department of Corrections; Transfers:

FIS 16-102 Department of Corrections – authorization to transfer \$335,250 in general funds among accounts through June 30, 2016

(10) Miscellaneous:

(11) Informational Materials:

LBAO Report on Additional Revenues for the Biennium Ending June 30, 2017 – Fiscal Committee Approvals through May 20, 2016 (RSA 14:30-a, VI)

Letter from Michael W. Kane, Legislative Budget Assistant relative to a hiring, promotion or step increases granted to LBAO employees

Joint Legislative Facilities Committee
Legislative Branch
Detail of Balance of Funds Available
Fiscal Year 2016
As of 05/31/16

FIS 16-095 Department of Health and Human Services – Quarterly Report, dated April 13, 2016, on Food Protection progress regarding Legislative Budget Assistant 2015 Performance Audit

FIS 16-096 Department of Resources and Economic Development – RSA 215-A:3, II-b, RSA 216-A:3-m, II, RSA 12-A:28, and Chapter 276:27, Laws of 2015 – transfer of funds report for the Bureau of Trails, Division of Parks and Recreation, and the Division of Travel and Tourism Development’s Welcome Information Centers for the quarter ending March 31, 2016

FIS 16-105 Department of Administrative Services – Chapter 276:113, Laws of 2015 – Progress Report, dated June 7, 2016, of the sale of the Lakes Region Facility property in Laconia

10:30 a.m.

Audits:

State of New Hampshire
State Revolving Fund
Management Letter
For The Fiscal Year Ended June 30, 2015

(12) Date of Next Meeting and Adjournment

The next meeting of the Fiscal Committee is scheduled for Friday, August 5, 2016 at 10:00 a.m.

FISCAL COMMITTEE OF THE GENERAL COURT
MINUTES
May 20, 2016

The Fiscal Committee of the General Court met on Friday, May 20, 2016 at 10:00 a.m. in Room 210-211 of the Legislative Office Building.

Members in attendance were as follows:

Representative Neal Kurk, Chairman
Representative Richard Barry (Alternate)
Representative Lynne Ober
Representative Cindy Rosenwald (Alternate)
Representative Daniel Eaton
Senator Gary Daniels (Alternate)
Senator John Reagan (Alternate)
Senator Gerald Little
Senator Andy Sanborn
Senator Lou D'Allesandro

Chairman Kurk opened the meeting at 10:10 a.m.

ACCEPTANCE OF MINUTES:

On a motion by Representative Eaton, seconded by Senator D'Allesandro, that the minutes of the April 15, 2016 meeting be accepted as written. MOTION ADOPTED.

OLD BUSINESS:

FIS 15-229 Department of Health and Human Services – authorization to implement the actions contained in the Cost Savings Plan to support the dual purposes within the Sununu Youth Services Center of providing both secure youth detention and psychiatric residential treatment. (FIS 15-229 Additional Information – Letter from Representative Kurk, dated November 18, 2015, containing two separate provisions relative to the funding of the Sununu Youth Services Center). Tabled 12/18/15. No Action Taken.

FIS 16-070 Department of Administrative Services – On a motion by Representative Eaton, seconded by Senator D'Allesandro, that the item be removed from the table. MOTION ADOPTED.

Michael Connor, Deputy Commissioner, and Stephen Lorentzen, Director of Plant and Property Management, Department of Administrative Services, and Sheriff James Hardy, Hillsborough County Sheriff's Department, presented the request and responded to questions of the Committee.

On a motion by Senator D'Allesandro, seconded by Representative Eaton, that the Committee approve the request of the Department of Administrative Services to transfer \$140,000 in general funds in and among accounting units through June 30, 2016. MOTION ADOPTED. (9-Yes, 1-No)

FIS 16-060 Letter from Senator John Reagan, Chairman of the Legislative Performance Audit and Oversight Committee – On a motion by Senator Little, seconded by Representative Rosenwald, that the item be removed from the table. MOTION ADOPTED.

Senator John Reagan, Chairman of the Legislative Performance Audit and Oversight Committee, responded to questions of the Committee.

On a motion by Senator D'Allesandro, seconded by Senator Little, that the Committee approve the request of Senator John Reagan, Chairman of the Legislative Performance Audit and Oversight Committee relative to the recommendation of the following new performance audit topics: 1) Office of Professional Licensure and Certification, Naturopathic Examiners, Efficient and Effective Operations, and 2) Office of Professional Licensure and Certification, Real Estate Brokers and Salespersons, Efficient and Effective Program Operations. MOTION ADOPTED.

RSA 9:16-a TRANSFERS AUTHORIZED:

CONSENT CALENDAR

FIS 16-083 Department of Information Technology – Denis Goulet, Commissioner, Department of Information Technology, and Steven Lavoie, Director of Administration, Department Safety, responded to questions of the Committee.

On a motion by Senator D'Allesandro, seconded by Representative Eaton, that the Committee approve the request of the Department of Information Technology to transfer \$835,000 in other funds through June 30, 2016. MOTION ADOPTED.

RSA 14:30-a, VI FISCAL COMMITTEE APPROVAL REQUIRED FOR ACCEPTANCE AND EXPENDITURE OF FUNDS OVER \$100,000 FROM ANY NON-STATE SOURCE:

CONSENT CALENDAR

At the request of the Committee, FIS 16-082 New Hampshire Liquor Commission and FIS 16-078 and FIS 16-087 Department of Health and Human Services, were removed from the Consent Calendar.

On a motion by Representative Ober that the Committee approve the remaining requests under this section as submitted. MOTION ADOPTED. [FIS 16-079 Department of Resources and Economic Development – to budget and expend \$215,000 in other funds through June 30, 2016, and FIS 16-084 Department of Environmental Services – to accept and expend \$285,000 in other funds through June 30, 2017]

FIS 16-078 Department of Health and Human Services – Jeffrey Meyers, Commissioner, and Sheri Rockburn, Chief Financial Officer, Department of Health and Human Services responded to questions of the Committee.

On a motion by Representative Rosenwald, seconded by Senator Sanborn, that the Committee approve the request of the Department of Health and Human Services to accept and expend \$10,010,000 in federal funds and further accept and expend \$10,000,000 in agency income revenues through June 30, 2016. MOTION ADOPTED.

FIS 16-082 New Hampshire Liquor Commission – Lieutenant James Young and Lieutenant Valerie Goodno, Division of Enforcement and Licensing, New Hampshire Liquor Commission responded to questions of the Committee.

On a motion by Representative Eaton, seconded by Representative Ober, that the Committee table the request of the New Hampshire Liquor Commission to accept and expend \$249,270 in other funds through September 30, 2016. MOTION ADOPTED.

FIS 16-087 Department of Health and Human Services – Jeffrey Meyers, Commissioner, Department of Health and Human Services, George Copadis, Commissioner, Department of Employment Security, Sheri Rockburn, Chief Financial Officer, and Mark Jewell, Administrator, Division of Family Assistance, Department of Health and Human Services, and Shannon Reid, Community College System of New Hampshire responded to questions of the Committee.

On a motion by Representative Barry, seconded by Senator Daniels, that the Committee table the request of the Department of Health and Human Services to accept and expend \$8,298,168 in federal funds effective July 1, 2016 through December 31, 2016.

At the request of Representative Eaton, a roll call was taken and the results were as follows:

Representative Kurk – Yes
Representative Barry – Yes
Representative Ober – Yes
Representative Eaton – No
Senator Little – No
Senator Sanborn – Yes
Senator D’Allesandro – No
Representative Rosenwald – No
Senator Daniels – Yes
Senate Reagan – No (5-Yes; 5-No)
MOTION FAILED.

On a motion by Senator D’Allesandro, seconded by Representative Eaton, that the Committee approve the request of the Department of Health and Human Services to accept and expend \$8,298,168 in federal funds effective July 1, 2016 through December 31, 2016.

At the request of Senator Little, a roll call was taken and the results were as follows:

Representative Kurk – No
Representative Barry – No
Representative Ober – No
Representative Eaton – Yes
Representative Rosenwald – Yes
Senator D’Allesandro – Yes
Senator Little – Yes
Senator Sanborn – No
Senator Daniels – No
Senate Reagan – Yes (5-Yes; 5-No)
MOTION FAILED.

The Committee recessed at 11:36 a.m., and reconvened at 11:40 a.m.

On a motion by Representative Barry, seconded by Senator Reagan, that the Committee postpone the request of the Department of Health and Human Services to accept and expend \$8,298,168 in federal funds effective July 1, 2016 through December 31, 2016.

A roll call was taken and the results were as follows:

Representative Kurk – Yes
Representative Eaton – No
Representative Ober – Yes
Representative Barry – Yes
Representative Rosenwald – No
Senator Daniels – Yes
Senator Little – Yes
Senate Reagan – Yes
Senator Sanborn – Yes
Senator D’Allesandro – No (7-Yes; 3-No)
MOTION ADOPTED.

The Committee requested the Department of Health and Human Services based on their estimates, the Utah experience, and the Federal experience, provide how many people are actually going to be employed.

RSA 14:30-a, VI FISCAL COMMITTEE APPROVAL REQUIRED FOR ACCEPTANCE AND EXPENDITURE OF FUNDS OVER \$100,000 FROM ANY NON-STATE SOURCE AND RSA 124:15 POSITIONS AUTHORIZED:

CONSENT CALENDAR

At the request of the Chair, FIS 16-081 Department of Justice, was removed from the Consent Calendar.

On a motion by Representative Ober, seconded by Senator D'Allesandro, that the Committee approve the remaining request under this section as submitted. MOTION ADOPTED. [FIS 16-080 Department of Resources and Economic Development – to retroactively amend FIS 15-181, approved August 26, 2015, and subsequently amended by FIS 15-253, December 18, 2015, by; 1) extending the end date from May 31, 2016 to September 30, 2016 and reallocating \$4,609 in federal funds, and 2) contingent upon approval of #1, authorization to extend the end date from May 31, 2016 to September 30, 2016 for a class 046 consultant position, with no increase in funding]

FIS 16-081 Department of Justice – Joseph Foster, Attorney General, Kathleen Carr, Director of Administration, and James Boffetti, Senior Assistant Attorney General, Division of Public Protection, Department of Justice, responded to questions of the Committee.

On a motion by Representative Eaton, seconded by Representative Ober, that the Committee approve the request of the Department of Justice to budget and expend \$100,000 in prior year carry forward other funds through June 30, 2017, and contingent upon approval of #1, establish a class 046 consultant position through June 30, 2017. MOTION ADOPTED.

RSA 176:16, V, FUNDS:

FIS 16-088 New Hampshire Liquor Commission – On a motion by Representative Ober, seconded by Senator D'Allesandro, that the Committee approve the request of the New Hampshire Liquor Commission to transfer \$2,006,000 among accounting units to reallocate appropriations and cover projected shortfalls through June 30, 2016. MOTION ADOPTED.

CHAPTER 276:143, LAWS OF 2015, DEPARTMENT OF HEALTH AND HUMAN SERVICES; TRANSFER AMONG ACCOUNTS:

FIS 16-086 Department of Health and Human Services – On a motion by Senator Sanborn, seconded by Representative Ober, that the Committee approve the request of the Department of Health and Human Services to transfer \$122,397 in general and federal funds through June 30, 2016. MOTION ADOPTED.

CHAPTER 276:198, LAWS OF 2015, DEPARTMENT OF SAFETY; TRANSFER AMONG ACCOUNTS:

FIS 16-077 Department of Safety – Steven Lavoie, Director of Administration, Department Safety, responded to questions of the Committee.

On a motion by Senator D'Allesandro, seconded by Representative Eaton, that the Committee approve the request of the Department of Safety to transfer \$190,000 in general, highway and turnpike funds through June 30, 2016. MOTION ADOPTED.

LATE INFORMATIONAL ITEM:

FIS 16-089 Department of Health and Human Services – as of February 29, 2016
Operating Statistics Dashboard report for the fiscal year ending June 30, 2016.

The late informational item was accepted and placed on file.

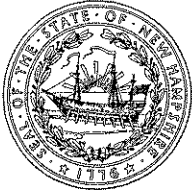
INFORMATIONAL MATERIALS:

The informational items were accepted and placed on file.

DATE OF NEXT MEETING:

The next regular meetings of the Fiscal Committee were set for Friday, June 24, 2016 at 10:00 a.m. and Friday, August 5, 2016 at 10:00 a.m. (Whereupon the meeting adjourned at 12:09 p.m.)

Representative Ken Weyler, Clerk



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF HUMAN SERVICES

129 PLEASANT STREET, CONCORD, NH 03301
 603-271-9404 1-800-852-3345 Ext. 9404

Fax: 603-271-4232 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

Nicholas A. Toumpas
 Commissioner

Mary Ann Cooney
 Associate
 Commissioner

November 01, 2015

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

1. Pursuant to the provisions of Chapter 276:206, Laws of 2015, authorize the Department of Health and Human Services, Division for Children, Youth and Families to implement the actions contained in the attached Cost Savings Plan to support the dual purposes within the Sununu Youth Services Center of providing both secure youth detention and psychiatric residential treatment.

EXPLANATION

The Department of Health and Human Services was directed per Chapter 276:206, Laws of 2015 to develop a cost reduction plan for the Sununu Youth Services Center.

Those chapter laws provide:

“276:206 Department of Health and Human Services; Sununu Youth Services Center; Cost Savings Plan. The department of health and human services shall develop a plan to reduce the cost of providing existing services at the Sununu Youth Services Center. The plan shall include privatization of services, offering additional and compatible services, and consider the most appropriate, cost effective, long and short-term uses of the center as described in the January 1, 2014 report issued pursuant to 2013, 249. The department shall submit the plan to the fiscal committee of the general court for approval on or before November 1, 2015, and begin implementation of the plan by January 1, 2016.”

Attached is the Department’s plan for Sununu Youth Services Center, dated November 2015. The attached plan is the most appropriate long-term use of the facility as it would expand services available and meet a defined need for youth with high-need behavioral and mental health issues in New Hampshire while reducing the overall burden on state general funds for the care and treatment of this population of youth.

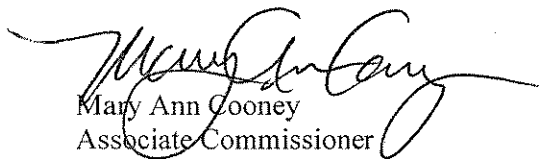
With the assistance of the Office of Legislative Budget Assistant, the Department was able to review seven (7) scenarios for operation of the SYSC (Reference attached memo from the LBAO to Senator Boutin dated October 12, 2015). The Department also analyzed a cost reduction plan to operate the SYSC for \$10,100,000. This option would require a 52% reduction in personnel and make it necessary to close the facility. This option was determined to not be in the best interest of youth in the Department’s care.

As a result of the financial analysis the Department determined that the most cost effective approach was to operate the Center as is over the course of the FY2016-2017 biennium, and develop and begin implementation of a plan to transform the facility to a multiuse treatment environment that adheres to a continuum of care model for juvenile justice involved youth and those at risk for being involved with the juvenile justice system as a result of mental or behavioral health diagnoses.

Also included as reference material is a report dated January 2014 relative to long term and short term uses of SYSC, a SYSC transformation proposal, and a letter from Denise O'Donnell, from the US DOJ, to Mr. Kennedy at DHHS relative to VOITIS funding.

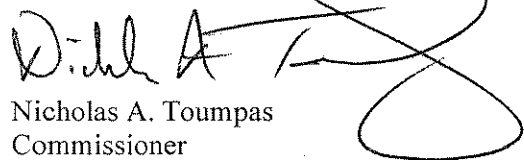
Although the proposed plan will result in greater reductions in general fund expenditures in future years, there remains a near-term need for continued general funding at close to prior levels to support current services while transformation of the facility is underway.

Respectfully submitted,



Mary Ann Cooney
Associate Commissioner

Approved by:

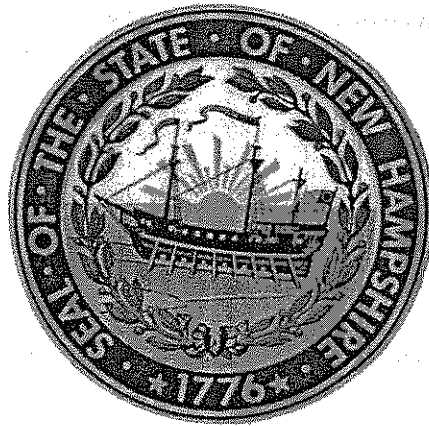


Nicholas A. Toumpas
Commissioner

New Hampshire Department of Health and Human Services Report

Pursuant to Chapter 276:205 and 276:206, Laws of 2015

Report to Fiscal Committee Regarding
Plan to Reduce Costs of Providing
Services at the
Sununu Youth Services Center



November 2015

I. Background

In Chapter 276:205 and Chapter 276:206, Laws of 2015, the legislature directed the Department to reduce general fund appropriations for the Sununu Youth Services Center (SYSC), and to prepare a Cost Savings Plan for achieving the required reductions. Those chapter laws provide:

“276:205 Department of Health and Human Services, Sununu Youth Services Center; Reduction in Appropriation. The department of health and human services is hereby directed to reduce state general fund appropriations to the Sununu Youth Services Center by \$1,721,861 for the fiscal year ending June 30, 2016, and by \$3,496,746 for the fiscal year ending June 30, 2017. The department shall operate the Sununu Youth Services Center within the allotted budget, or may enter into contracts for operation of the Sununu Youth Services Center, including establishing necessary class lines, as long as total operating costs do not exceed \$10,100,000 for the fiscal year ending June 30, 2017.

276:206 Department of Health and Human Services; Sununu Youth Services Center; Cost Savings Plan. The department of health and human services shall develop a plan to reduce the cost of providing existing services at the Sununu Youth Services Center. The plan shall include privatization of services, offering additional and compatible services, and consider the most appropriate, cost effective, long and short-term uses of the center as described in the January 1, 2014 report issued pursuant to 2013, 249. The department shall submit the plan to the fiscal committee of the general court for approval on or before November 1, 2015, and begin implementation of the plan by January 1, 2016.”

In response to this legislative requirement and pursuant to the recommendations from the January 2014 *Report to Fiscal Committee of the General Court As To Most Appropriate, Cost Effective, Long and Short-Term Uses of the Sununu Youth Services Center (attached as Appendix A)*, the Department:

- Established a multi-disciplinary team, including project management support, to identify and implement appropriate near-term and longer-term cost-savings measures;
- Researched current needs of youth at SYSC and across New Hampshire, evaluated options for addressing those needs, and obtained data to evaluate costs/cost savings under a variety of scenarios;
- Researched other states and similar institutions and collected current cost/savings data for privatization of specific services (i.e., education, food service, and maintenance) and for youth detention/treatment at other state and private facilities;
- Determined that repurposing SYSC to include a Psychiatric Residential Treatment Facility (PRTF) is the most appropriate long-term use of the facility. This would expand services available and meet a defined need for youth with high-need behavioral and mental health issues in New Hampshire while reducing the overall burden on state general funds for the care and treatment of this population of youth;
- Consulted with the Federal Center for Medicare and Medicaid Services (CMS), Federal Department of Justice (DOJ), and national accreditation bodies regarding requirements and restrictions on repurposing SYSC to include a PRTF, and pursued steps to obtain necessary approvals from these entities; and
- Evaluated current SYSC operations and identified gaps in staffing and services required to receive accreditation as a PRTF.

Public input regarding the Department's plan to create a PRTF at SYSC, which was provided to the "SYSC Workgroup on Transformational Alternatives" at its town hall meeting in Manchester on September 10, 2015, was overwhelmingly positive with some in attendance sharing personal stories of how the existence of such a facility could have assisted them in the treatment of their own children.

The Department has also explored with its residential service providers whether they would be willing and able to provide secure treatment for these youth at their facilities. None of these providers has expressed a willingness and ability to do so. At the SYSC Workgroup meeting on October 5, 2015, the executive directors of Webster House, Nashua Children's Home and Wediko each addressed the committee and stated that:

- they were not interested in becoming a secure residential facility; and,
- the intensity of services these youth need cannot be provided in their facilities.

Additional reasons given include:

- the need to seek approvals from their board of directors;
- the need for additional funds to convert their facility to become architecturally secure;
- the need for a guarantee from the Department as to the number of detained/committed youth that they would receive in order to become and remain operational; and,
- concerns that the intensive needs of youth who require secure treatment will compromise the safety of other youth at their facilities.

At this same meeting Dr. Bob MacLeod, CEO of NH Hospital told the committee that NH Hospital is experiencing an average of 5.1 patients per day wait list for adolescent admissions and it is not unusual to have a need for 10-12 beds with two-thirds representing the needs of adolescents.

DHHS asserts that establishing a PRTF at SYSC will address the needs of youth waiting for admission for acute care at NHH by enabling those youth ready for discharge to receive medically necessary treatment at a PRTF and not over utilize the more expensive care at NH Hospital.

II. Plan Overview

The Department proposes to repurpose half of the existing facility at the Sununu Youth Services Center to create a Psychiatric Residential Treatment Facility (PRTF), while retaining the other half as a youth correctional facility. The transformation of the Sununu Youth Services Center supports the dual goals of reducing general fund expenditures and improving treatment services to better meet the behavioral and mental health treatment needs of children in the state. Under the DHHS Plan, the Department expects to serve more children for significantly fewer general fund dollars than are currently required to run the Sununu program, saving an estimated \$3.5 million per year in general funds in future years.

Under this plan, the Department asserts that:

- A transformed SYSC will serve an average of 80 youth per day in both programs for a reduced net cost of approximately \$9.9 million general fund dollars (FY 2018 and beyond, excluding inflationary cost increases), as a result of revenue from Medicaid and other health insurance, and compared to the approximately 45 youth per day served in SFY '15 at a cost of \$13.4 million in general fund dollars.
- The vast majority of delinquent youth have significant behavioral, mental health and substance abuse needs that require intensive treatment to effectively address their delinquent behavior.

- Delinquent youth can be treated more cost-effectively in a PRTF, utilizing Medicaid and other insurance payments, than in a correctional setting, where treatment is fully supported by general funds.
- Other populations of youth who require this intensive level of treatment, which is currently unavailable in New Hampshire, will benefit from services provided by the PRTF. These populations include:
 - youth awaiting discharge from NH Hospital to a less acute treatment setting;
 - court involved delinquent and non-delinquent youth in need of this level of care and treatment who are currently being placed out of state; and,
 - youth whose treatment needs simply remain unmet because the level of treatment available or being provided is not intensive enough, resulting in negative outcomes for them, their families, and their communities.
- Children and youth are best served in their homes and communities when it is safe and effective to do so. However, the availability of the PRTF level of care is a critical component of a full continuum of treatment services for youth with behavioral and mental health needs. (*See Appendix B: Issue Brief on Purpose and Need for a PRTF in New Hampshire.*)

Implementation of this Plan will require:

- Approval by the Federal Center for Medicare and Medicaid Services (CMS) of the SYSC PRTF as a Medicaid-eligible facility, authorizing Medicaid reimbursement for treatment of delinquent and other youth treated at the facility;
- Statutory changes and the adoption of administrative rules to support the functioning of SYSC as both a juvenile correctional facility and a PRTF; and,
- Accreditation of the PRTF at SYSC by a recognized accrediting body.

The Department believes that these are all achievable goals.

III. Plan Details and Cost/Cost-Saving Estimates

The SYSC is the ideal site for establishing a PRTF in New Hampshire. The SYSC currently serves as a youth's residence, school and treatment facility. It offers many of the assessments and clinical services that youth in need of this level of intensive treatment require, including comprehensive medical, clinical and educational services. SYSC also is a state-of-the-art facility well-suited to be a psychiatric residential treatment center, and the design of the building is such that it can be easily split into two facilities to ensure separation of the two populations of youth.

DHHS Plan Retains Juvenile Correctional Facility for Detention and Commitment: The population of youth at the SYSC has, consistent with national trends in juvenile justice, declined in recent years for a number of reasons. Among the most prominent reasons are the decline in juvenile crime, which is at historic low levels, and the decline in the use of secure facilities to incarcerate juvenile offenders, as research and experience have demonstrated that incarceration is inappropriate for most juveniles.

Nonetheless, all states maintain secure care and treatment options for the subset of juvenile delinquents who have committed violent crimes or who pose a significant threat to their communities. The Department anticipates that a secure detention/correctional facility will continue to be necessary and the Department would continue to utilize a portion of the SYSC facility to meet this need.

DHHS Plan Provides New Treatment Option within the State: The Department's plan would create a PRTF at the SYSC. A PRTF is designed to be:

- less medically intensive than a psychiatric hospital, while still providing a range of comprehensive services on an inpatient basis under the direction of a physician; and
- a more clinically-intense type of treatment delivered to youth that are more acutely or chronically psychiatrically ill than those served in other residential settings.

Providing PRTF services within the state will enhance the service array available in the Department's *System of Care* and enable the Department to better serve youth in New Hampshire with significant behavioral and mental health treatment needs.

The PRTF Issue Brief, included as Appendix B, provides additional detail on the projected need and purpose of the PRTF.

DHHS Plan Does Not Require Payback of VOI/TIS Funding

The SYSC was built in part with the use of federal Violent Offender Incarceration and Truth in Sentencing, or VOI/TIS, funds (approximately \$13,400,000). Federal law requires that the state seek approval from the U.S. Department of Justice for any change of use of the facility. The Department has requested and received approval from the U.S. Department of Justice for a change of use at the SYSC to include a PRTF. With the DOJ approval, the state will not be required to repay any of the VOI/TIS funds as a result of establishing a PRTF at the SYSC, and as long as “the facility is used for a criminal justice purpose” and the youth are either involved or at risk of involvement with the juvenile justice system .

A copy of the letter of approval, dated October 13, 2015, from the Department of Justice is attached (See Appendix D).

A. Current SYSC Budget and Operations

The SYSC Budget includes costs associated with operation and maintenance of the full 156 acre campus and 17 buildings. Only 5 of these buildings are used by the SYSC program.

Actual expenditures for entire SYSC campus under the SYSC Budget FY 2014/2015:

Budget Information	FY 2014	FY 2015
General Funds	\$13,036,595	\$13,369,580
Total Funds	\$14,329,097	\$14,275,945

For FY 2015, the SYSC program had an average census of around 45 youth per day. To date in FY 2016, the SYSC program has had an average census around 50 youth per day. The facility has experienced an increased number of detained youth with the recent addition of 17 year olds.

B. Impact of DHHS Plan on SYSC Budget

1) Modification of SYSC Facility

The existing SYSC facility is designed for 144 detained and committed youth. By dividing the current facility in half, the Department will create two separate 72-bed facilities; one a juvenile correctional and detention facility, and the other a PRTF. Each half of the divided facility will have its own entrance with separate living and educational areas. Common areas, such as cafeteria and recreational areas will be shared without co-mingling of the youth. Dividing the facility in this manner will maximize the use of the existing infrastructure and enable the different

programs to share operation and maintenance costs. The Department anticipates that overall operation/maintenance costs will be unchanged.

Estimated Additional Costs:

- The Department estimates the one-time cost for building renovations to divide the facility to be \$1,000,000 and that those costs would be incurred in late SFY 16 or /early SFY 17.

2) Psychiatric Treatment at SYSC as Component of Full System of Care

The creation and operation of an accredited, Medicaid-eligible PRTF will require some changes in staffing to include individuals with certain clinical/ medical credentials necessary to support the full range of PRTF services. The Department assumes that additional residential services staff will also be required due to the increased number of youth that will be served.

Treatment services for Medicaid-eligible youth at the SYSC PRTF will receive reimbursement from the Federal government for ½ of costs. Private-payer and insured youth receiving treatment at the SYSC PRTF would be expected to pay the full residential and treatment costs. This will provide additional revenue to support operations of the facility.

Estimated Additional Costs:

- \$1,925,990 per year for additional staff.

Estimated Additional Revenue:

- The Department estimates that the state will receive \$7,660,209 per year in Medicaid, private payer, and insurance payments for PRTF services.

3) Net Impact on SYSC Budget and Required General Fund Appropriation

The Department, in cooperation with the Office of the Legislative Budget Assistant (LBA), estimated the SYSC operating costs and general fund expenditures for SFY 16/17 under several different scenarios. As stated above, the Department is proposing that a Psychiatric Residential Treatment Facility be established at SYSC. The table below represents the FY'16 and FY'17 budget for this to occur.

The full LBA report to the Continuing Resolution Workgroup containing all the cost analyses is attached as Appendix C.

SYSC Budget Adding a PRTF	FY 2016	FY 2017	Total Biennium
Budget for SYSC with a PRTF	0	\$15,589,761	
PRTF Revenue (Medicaid and Private Pay)	0	(\$7,660,209)	
Net State Cost	0	\$7,929,552	
Renovation of Building	0	\$1,000,000	
Additional staff for population increase	0	\$1,925,990	
Budget Needed	\$13,972,211	\$10,855,542	
Budget Passed	\$12,199,072	\$10,791,519	
Unfunded Need	\$1,773,139	\$64,023	\$1,837,162

***Note.** Of the FY 2017 budget amount, \$1,000,000 represents one-time costs to renovate the building. The FY 2017 budget without one-time cost would be \$9.9 million.

The SYSC Operating Budget accounts for all expenditures and reimbursements associated with SYSC's current operations (e.g., reimbursement of educational costs from sending school districts, federal grants for food services). The SYSC Operating Budget also includes operation and maintenance for the full 156 acre campus, including all 17 buildings.

IV. Appendices

- A. Report to Fiscal Committee of the General Court as to Most Appropriate, Cost Effective, Long and Short-Term Uses of the Sununu Youth Services Center, January 2014
- B. PRTF Issue Brief
- C. LBA cost analysis of alternatives
- D. USDOJ letter

OFFICE OF LEGISLATIVE BUDGET ASSISTANT

State House, Room 102
Concord, NH 03301
271-3161

DATE October 12, 2015
REVISED

FROM Michael Hoffman, Senior Budget Officer

SUBJECT Sununu Youth Service Center (SYSC)

TO Senator David Boutin

In response to a request from the Sununu Youth Services Center Working Group, I have worked with the Department of Health and Human Service to review and summarize scenarios for operation of the SYSC. As you know, these scenarios are based on budget and expenditure information that is available and on reasonable assumptions. I reviewed the information, asked questions to better understand the assumptions, and tried to summarize them clearly for your review. The scenarios are in no particular order and our office does not offer an opinion on any of them.

Background

The Sununu Youth Services Center consists of 14 buildings situated on 156 acres. Five of the buildings are used by the program. The State police and the Manchester police also use some of the buildings. There are 25 non-Sununu staff of the Department of Health and Human Services with offices in the administration building. The DHHS budget pays for maintenance on the entire property. The new building was included in the 2003 capital budget and built with state funds and federal funds from the U.S. Department of Justice. The new building has a capacity of 144 beds which was the anticipated future need at the time. The ribbon cutting for the new facility was on April 3, 2006.

Budget Information	ACTUAL		GOVERNOR'S BUDGET		FY 16-17 FINAL BUDGET	
	FY 2014	FY 2015	FY 2016	FY 2017	FY 2016	FY 2017
General Fund	\$13,036,595	\$13,369,580	\$13,243,721	\$13,596,746	\$11,470,582	\$ 10,049,157
Total Funds	\$14,329,097	\$14,275,945	\$13,972,211	\$14,339,108	\$12,199,072	\$10,791,519
Staff:						
Classified	141	141	132*	132*	132*	132*
Unclassified	1	1	1	1	1	1
Total	142	142	133	133	133	133

Notes: *In the FY 2016-17 operating budget 10 staff positions are not funded. FY 2016-17 amounts above include the HB2 reduction of \$1,721,861 in FY 2016 and \$3,496,746 in FY 2017.

Staffing / Census history

Fiscal Year	Staff	Average Census
2010	180	63.4
2011	180	61.8
2012	152	60.1
2013	152	59.9
2014	142	60.3
2015	142	45
2016	133	TBD

The FY 2016 average census has been 46.2 youths.

The Governor’s recommended budget was about one percent less than the actual expenditures in the previous biennium. This budget will be considered the current state or “Status Quo” and used as a basis for comparison for the different scenarios.

SCENARIOS

Scenario #1: Status Quo. Continue to operate the SYSC as in the previous biennium.

Assumption: Legislation would be needed to appropriate funds and allow operating costs to exceed the cap for FY 2017 included in HB2.

Based on current operations, funds authorized in the FY 2016-17 budget would last until April or early May and the savings in HB2 would not be realized. The following general fund appropriations would be needed to continue to operate SYSC without program and staff reductions:

FY 2016	\$1,721,861
FY 2017	\$3,496,746
Unfunded Need	\$5,218,607

Over 82% of the appropriation for the SYSC is in in personnel costs including salary, benefits, overtime and holiday pay. Based on the average salary and benefit amount, terminal pay, unemployment costs and COBRA insurance coverage, the budget as passed would require elimination of up to 69 positions. This would amount to a 52% reduction. The Department indicates it could not continue provide the necessary services or properly maintain the facility with the appropriation levels included in the FY 2016-17 operating budget.

Scenario #2: Savings from privatization of education and food services.

Assumptions:

- The food contractor would continue to receive federal school lunch program funding.
- The education contractor would continue to be reimbursed by the sending school districts.
- There would be no changes to the cost of administration, maintenance, or residential treatment programs.
- Approximately 26 employees would be laid off.

- Privatization of education and food services would begin in FY 2017 as would terminal pay for the 26 positions. Time is needed for the RFP and contract approval process.
- There would be providers interested in providing the services and the proposals would be feasible.

Privatize Food and Education	FY 2016	FY 2017	Total
Status Quo	\$13,972,211	\$14,339,108	
Privatization Savings	0	(912,358)	
Payouts Kitchen (6) & Education Staff (20)	0	436,107	
Unemployment Costs	0	324,534	
COBRA	0	151,717	
Budget Needed	13,972,211	14,560,093	
Budget Passed	12,199,072	10,791,519	
Unfunded Need	\$1,773,139	\$3,768,564	\$5,541,703

*Note. Of the FY 2017 budget amount, \$912,358 represents one-time personnel reduction costs. The FY 2017 budget needed without the one-time costs would be \$13.6 million.

Scenario #3: Establish a Psychiatric Residential Treatment Facility (PRTF) with private food and education services.

Assumptions:

- CMS would certify the facility and approve Medicaid coverage of certain services.
- The U.S. Department of Justice would allow a modified use of the facility built partially with funds through the Violent Offender Incarceration and Truth-In-Sentencing Incentive Program.
- Assumes an average census of 65 youth would be served in the PRTF.
- 90% of the 65 youth would generate revenue from Medicaid or private sources.
- Assumes an average census of committed and detained of 15 youth.
- Includes costs for additional clinical staff needed for the facility to be certified as a PRTF.
- Assumes development and approval of the program, procurement and contracting would require the remainder of FY 2016. Program implementation would be in FY 2017.
- Includes privatization of education programs and food services as described in scenario #1.

	FY 2016	FY 2017	Total
Budget for SYSC as a PRTF	0	\$16,810,736	
PRTF Revenue (Medicaid and Private Pay)	0	(7,660,209)	
Net State Cost	0	9,150,527	
Kitchen (6) & Education Staff (20) Payouts	0	436,107	
Additional staff for population increase	0	1,925,990	
COBRA	0	151,717	
Unemployment Costs	0	324,534	
Budget Needed	\$13,972,211	11,988,875	
Budget Passed	\$12,199,072	10,791,519	

Unfunded Need	\$1,773,139	\$1,197,356	\$2,970,495
---------------	-------------	-------------	-------------

*Note. Of the FY 2017 budget amount, \$1,000,000 represents one-time costs to renovate the building.

The FY 2017 budget without the renovation and personnel one-time costs would be \$10.1 million.

Scenario #4: Close the facility and place youth in other existing facilities, likely to be outside of New Hampshire.

Assumptions:

- Neighboring states and/or providers have capacity and are willing to serve/treat additional youth.
- Rates paid would be at the average for New England states at \$565 per day.
- Up to 129 staff at SYSC would be laid off and receive terminal pay.
- Additional unemployment costs would be incurred due to the layoffs.
- Three staff would remain for security, snow removal and maintenance of unoccupied buildings.
- There would be additional travel and staff costs related to family visits.
- 25 DHHS staff with offices in the administration building would need office space elsewhere estimated at \$4,000/person/ year.
- The campus would be vacant but maintained to avoid deterioration.

	FY 2016	FY 2017	Total
Terminal Pay for 129 Staff @ \$14,397 average		\$1,857,213	
Unemployment compensation		\$1,647,632	
COBRA		\$676,481	
Campus Maintenance		\$343,567	
Cold Storage		\$1,600,000	
Office space for 25 DHHS staff		\$100,000	
Services for 50 clients at \$565/ day x 365 days		\$10,311,250	
Budget Needed	\$13,972,211	\$16,536,143	
Budget Passed	\$12,199,072	10,791,519	
Unfunded Need	\$1,773,139	\$5,744,624	\$7,517,763

*Note. Of the FY 2017 budget amount, \$4.2 million represents one-time costs. The FY 2017 estimated budget without the one-time costs would be \$12.35 million.

Scenario #5: Close the facility and place youths in facilities developed in New Hampshire.

Assumptions:

- Providers in NH would be interested in serving committed youth in a secure facility and communities would be willing to accept such a facility.
- Due to the time needed to locate and construct or renovate facilities, the earliest implementation would be in 2017.
- Five small facilities with a capacity of 10 beds could be renovated or built.
- Rate of \$525 per day could be achieved.
- Up to 129 staff at SYSC would be laid off and receive terminal pay.
- Additional unemployment costs would be incurred due to the layoffs.
- Three staff would remain for security, snow removal and maintenance of unoccupied buildings.

- 25 DHHS staff with offices in the administration building would need office space estimated at \$4,000/person/ year.
- The campus would be vacant but maintained to avoid deterioration/mold.

	FY 2016	FY 2017	TOTAL
Costs for running SYSC for 6 months		\$7,169,554	
Renovation/Construction Costs 5 Facilities @ average of \$400k per facility		\$2,000,000	
Terminal Pay for 129 Staff @ \$14,397 average		\$1,857,213	
COBRA		\$676,481	
Unemployment compensation		\$1,647,632	
Campus Maintenance		\$171,784	
Cold Storage (half year)		\$300,000	
Office space for 25 DHHS staff (half year)		\$50,000	
Services for 50 clients at \$525/ day (half year)		\$4,803,750	
Budget Needed	\$13,972,211	\$19,676,114	
FY 2017 Budget Passed	\$12,199,072	\$10,791,519	
Unfunded Need	\$1,773,139	\$8,884,595	\$10,658,034

*Note. Of the FY 2017 budget amount, \$2 million represents one-time costs. The FY 2017 estimated budget without the one-time costs would be \$1.5 million.

Scenario #6: Private provider operates a correctional facility on SYSC property.

Assumptions:

- Maintenance staff would be needed for security, snow removal and maintenance of unoccupied buildings and property. Maintenance staff would be reduced by 30%. Seven staff would remain.
- Administrative building will continue to house 25 non-SYSC DHHS staff.
- There would be a reduction in operating costs; supplies, paint, utilities, etc.
- Equipment costs would be reduced by half since there would be less wear and tear.
- Contractor would assume responsibility for the cost of running the SYSC building including heat, hot water and electricity.
- Treatment would be limited; children treated out of state would remain out of state.

	FY 2016	FY 2017	Total
Status Quo	\$13,972,211		
Terminal Pay for 125 Staff @ \$14,397 average		\$1,799,625	
Unemployment compensation		\$1,596,542	
COBRA		\$655,505	
Campus Operation and Maintenance		\$822,521	
Capital Expense		\$150,000	
Services for 50 clients at \$525/ day x 365 days		\$9,581,250	
Budget Needed		\$14,605,443	
Budget Passed	\$12,199,072	10,791,519	
Unfunded Need	\$1,773,139	\$3,813,924	\$5,587,063

*Note. Of the FY 2017 budget amount, \$4.2 million represents one-time costs. The FY 2017 estimated budget without the one-time costs would be \$10.4 million.

Scenario #7: Establish a Psychiatric Residential Treatment Facility (PRTF) without privatizing food services and education.

Assumptions:

- CMS would certify the facility and approve Medicaid coverage of certain services.
- The U.S. Department of Justice would allow a different use of the facility built partially with funds through the Violent Offender Incarceration and Truth-In-Sentencing Incentive Program.
- Assumes an average census of 65 youth would be served in the PRTF.
- 90% of the 65 youth would generate revenue from Medicaid or private sources.
- Assumes an average census of committed and detained of 15 youth.
- Includes costs for additional clinical staff needed for the facility to be certified as a PRTF.
- Assumes that legislative changes will be approved, and that the facility is certified as a PRTF. Program implementation would be in FY 2017.

	FY 2016	FY 2017	
Budget for SYSC as a PRTF	0	\$16,810,736	
PRTF Revenue (Medicaid and Private Pay)	0	(7,660,209)	
Net State Cost	0	9,150,527	
Remove Privatization Impact as shown for option #2	0	(220,975)	
Additional staff for population increase		1,925,990	Total
Budget Needed	\$13,972,211	10,855,542	
Budget Passed	\$12,199,072	10,791,519	
Unfunded Need	\$1,773,139	\$64,023	\$1,837,162

*Note. Of the FY 2017 budget amount, \$1,000,000 represents one-time costs to renovate the building. The FY 2017 budget without one-time cost would be \$9.9 million.

Report to Fiscal Committee of the General Court As To
Most Appropriate, Cost Effective, Long and Short-Term
Uses of the Sununu Youth Services Center

January 2014



Executive Summary

The New Hampshire Department of Health and Human Services was directed by 2013 Chapter Law 249 to conduct an assessment of the Sununu Youth Services Center (SYSC) to determine advantages and disadvantages of the current facility use, potential alternative uses, the viability of using another facility instead, and ways that current cost could be reduced.

The report that follows reflects the Agency's work over the past five months to engage with stakeholders, advocates and providers to determine the most cost-effective and appropriate programmatic approach to serving youth currently at SYSC.

In order to assess the most appropriate programming for this population, the Department sought technical assistance from the federal Office of Juvenile Justice and Delinquency Prevention (OJJDP) to conduct an evaluation of current services. Legal considerations regarding the current property were also explored. The Department further considered the fiscal implications of several scenarios, including the use of another facility to provide the current programming, and the possibility of contracting with a private provider to provide these services either at the current facility or elsewhere.

Analysis of these reviews indicates that the Department should continue to operate SYSC at the current Manchester site. However, these reviews and input from stakeholders also concluded that there may be fiscal value in exploring contracting with a private provider or decreasing costs for some specific targeted services currently provided by the state at SYSC.

Given the above conclusion, the Department further explored efforts to decrease overall operating costs, and modify or expand the current services at SYSC to better meet the needs of youth, their families and communities. Consistent with national trends, majorities of the youth currently served at SYSC struggle with mental and behavioral health issues and receive treatment for these concerns at SYSC. Additionally, a number of discussions with stakeholders identified secure treatment in these two areas as primary unmet needs for children and youth in New Hampshire. Therefore, the Department has identified both short and long-term options to explore in an effort to reduce costs at SYSC and expand the use of the facility to further meet these needs.

Short-Term Option

The Department will explore with New Hampshire Hospital the possibility of operating a separate unit at SYSC that could provide secure mental and behavioral health treatment to youth who need crisis stabilization or transitional care prior to returning safely to their community. This would potentially expand the service continuum available for these youth, more fully utilize the existing SYSC facility and infrastructure, and reduce SYSC operating costs by generating reimbursement for these services through youth's insurance coverage.

Long-Term Option

The Department will explore steps to become eligible for Medicaid reimbursement for treatment services provided to the current population served at SYSC. As a correctional facility, SYSC is not currently eligible to receive any Medicaid payments for those services. However, the potential exists to transition the facility into a secure psychiatric treatment facility, eligible for Medicaid payments. Many of the structures and practices of such a facility are already in place at SYSC in response to the needs of current population, and any additional necessary changes will be explored.

Introduction:

Over the last three years, SYSC has been engaged in a transformation aimed at enhancing capacity for mental health and substance abuse treatment. The primary role of the Sununu Center has shifted from secure "detention" to the secure "treatment" and detention of youth. In part because of these program improvements, the Department believes and this report identifies the value in continuing to serve this population at the existing SYSC facility in Manchester. However, also in part due to these changes to a more treatment oriented program, the facility is ripe with opportunities to obtain alternative funding to ultimately decrease the general fund costs associated with serving this population of youth.

The Agency's evaluation and planning activities have identified a realistic direction that could align SYSC's current treatment model with the federal definition of a "medical institution." This report outlines short and long- term options for continuing to serve the treatment needs of these youth in a secure and locked setting while pursuing the Department's ability to draw other funds on their behalf.

From the outside looking in there would not be noticeable changes to the facility, in that security procedures would remain the same. However, there could be a significant change in how services are funded at the facility. The Department could proceed in a specific direction that would allow for the enrollment of SYSC as a residential treatment facility, which would ultimately strengthen the ability to be an insurance and/or Medicaid billable program.

This clinical direction is consistent with the direction many juvenile justice programs around the country are taking, and necessary in light of the needs of the current population. It is therefore both programmatically appropriate and more cost effective to pursue other sources of revenue that support the treatment services already in place at the facility. If and when additional funding streams become available, the facility could also enhance the services available to transition youth safely back into the community. These options could also serve to meet some existing service gaps for youth without increasing costs.

It is also critical that the local community/neighborhood be engaged throughout this process so as to clarify or address any concerns that may arise. The SYSC grounds are embedded into a neighborhood, and it is imperative that open communication be maintained so the neighborhood is assured that any operational changes made at the facility will not impact their sense of safety. Should at any time in this process an additional program or program changes occur, the local community will be informed and made a part of that change.

Background:

The Department of Health and Human Services was directed in House Bill 260 (2013 Laws Chapter 249) to assess and report its recommendations to the fiscal committee of the general court as to the most appropriate, cost effective, long and short-term uses of the Sununu Youth Services Center (SYSC). The Department's assessment is required to include an analysis of:

- (1) The advantages and disadvantages of the current use of the facility;
- (2) Potential alternative uses for the facility;
- (3) The viability of using another facility to provide secure detention/committed services given the declining census at the center; and
- (4) Ways that the current costs to run the facility could be reduced.

In conducting its assessment, the Department is required to consult with the community, child welfare, court, and juvenile justice stakeholders to solicit their input as to the most appropriate and fiscally responsible options for addressing the needs of committed and detained youth.

In response to this requirement, the Department explored the advantages and disadvantages of this type of facility for this population, both at SYSC and in other states, legal and fiscal implications regarding use of the current facility or another facility, alternative or additional uses of the current facility, and possible opportunities to reduce operating costs. This process included the formation of an Executive Team comprised of a wide range of community partners, who participated in formulating possible options to meet the legislative objectives above. Input regarding the above questions and possible options was sought from members of the judiciary, law enforcement, community providers, advocates, legislators, juvenile parole board members, and local Manchester leadership. Overall there were more than 45 individuals involved through interviews, focus groups or team meetings, including the New Hampshire Juvenile Justice Advisory Group and the DCYF State Advisory Board. Others were invited but could not or chose not to participate.

The following is a summary of the findings of this process.

Current Program:

The Sununu Youth Services Center (SYSC) is a 144-bed facility located on River Road in Manchester New Hampshire. It provides an architecturally secure treatment program for committed juveniles and for New Hampshire youth involved in the court system prior to their adjudication.

SYSC is comprised of two major programs, as established in statute: the Youth Development Center (RSA 621) and the Youth Services Center (RSA 621-A).

The Youth Development Center

The Youth Development Center provides services to youth adjudicated in court as having committed delinquency offenses and who are in need of secure treatment. Juveniles placed in the Sununu Youth Services Center (SYSC) range in age from 11 to 17 years old. When a youth is committed to SYSC, a systematic process is used to classify and assign them to a secure residential unit where they participate in a prescribed behavioral program. These are adjudicated youth with severe substance abuse and/or severe behavioral challenges or co-occurring mental health conditions that require and would benefit from secure treatment or stabilization in

preparation for returning to their community and reunification with family. The Youth Development Center served a total unduplicated count of 122 committed youth in State Fiscal Year 2012.

The Youth Services Center

The Youth Services Center provides detention services in a unit within the Sununu Youth Services Center. A juvenile may be committed for placement at the Youth Services Center following an arrest for a delinquent offense and the issuance of a NH Circuit Court order.

The Detention Unit is a 24-bed co-educational secure detention center that houses youth who have allegedly committed delinquent offenses and are awaiting disposition of their cases by the courts. It also detains youth wanted in other states in accordance with the provisions of the Interstate Compact. Most youth are detained for less than 48 hours, but others may remain longer awaiting court dispositions, placements and release to their home state or adult certification. Residential staff provides for secure care and respond to youths' recreational needs. All detained youth are provided with close supervision for the duration of their stay. The Youth Services Center served a total unduplicated count of 197 detained youth during State Fiscal Year 2012.

Population

The daily census at SYSC over the past several years has ranged between 58-70 youth at any given time, with additional youth on administrative release or furlough. The youth have a wide range of mental health and behavior disorders and the clinical team is experienced in treating adolescents with challenges including but not limited to:

- Conduct Disorder
- Oppositional Defiant Disorder
- Attention-Deficit Disorder
- Impulse Control Disorder
- Disruptive Behavior Disorders
- Reactive Attachment Disorder
- Depressive Disorders
- Substance Abuse Disorders
- Bipolar or Mood Disorders
- Post-Traumatic Stress Disorders
- Anxiety/Adjustment Disorders

SYSC offers an array of services that address the medical and mental health needs of youth for whom less intensive, community-based services have not produced the outcomes necessary to keep the youth or community safe. SYSC also serves as its own School Administrative Unit (SAU), and as such provides comprehensive and individualized education services to all youth residents. Additionally, as a result of its central location in the state, SYSC is able to serve all youth throughout New Hampshire who require secure treatment.

Assessment of Current Programming Appropriateness:

In order to assess the appropriateness of programming for these youth using the current facility, the Department requested technical assistance from the Office of Juvenile Justice and Delinquency Prevention (OJJDP) National Training and Technical Assistance Center to

determine what practice approaches achieve positive outcomes with this population, and in what type of settings. They were asked to review the Sununu Youth Services Center's (SYSC) use of Evidence-based Programs (EBP), what funding sources are available for programming and what other states provide for services/programming at their respective state centers.

On May 17, 2013, the National Training and Technical Assistance Center transferred the technical assistance project to the National Center for Youth in Custody (NC4YC). The Co-Director Ned Loughran then followed up with DCYF staff who further refined the scope of the technical assistance request and initiated their review.

Mr. Loughran and another NC4YC member, David Crowley, conducted a comprehensive site visit to the facility from June 24, 2013 - June 27, 2013. During the visit, Mr. Loughran and Mr. Crowley toured the facility, observed programming and operations, interviewed administrators, staff and youth residents, and reviewed documents and youth records.

The technical assistance identified the following in regard to the current programming at SYSC, in light of national best practices:

Changing Profile of the Population

- Like most youth corrections facilities throughout the country, SYSC has experienced an influx of youths with serious emotional and mental health problems
- Many of these youths also have a co-occurring disorder of substance and/or alcohol abuse. These high needs youth tend to do better in specialized units with adequately trained staff similar to the H 1 Crisis Management Unit at SYSC
- A large percentage of youth are diagnosed with trauma related issues (female residents with higher rates)
- SYSC offers a comprehensive and effective array of treatment programs (Honest Minds, Restorative Circles, Family Therapy, Emotional Empathy, Compassion, Pet Therapy, AA, NA, etc.)
- Programs are targeted toward this challenging, high needs, resident population

Family Engagement

- SYSC is beginning to explore ways to involve families in their children's treatment plans and reintegration planning
- Family engagement strategies could be increased

Education Program

- SYSC offers a comprehensive school program that includes guidance counseling, special education services, and apprenticeship/vocational opportunities (e.g., automotive, culinary arts, wood working and gardening)
- Teacher to youth ratio is 1:2 (30 certified teachers for 61 youths)
- Youths receive individual credit recovery assistance
- Some residents complete college level work

Residential Program

- Training curriculum for new staff includes topics required for work on a secure-care unit
- Facility is inadequately staffed at times
- Many staff and youth residents noted staff shortages
- Staff desire additional training

Overall, the evaluation identified that SYSC is in the process of movement away from a correctional model to a rehabilitative one, and that this shift is consistent with the direction many juvenile justice programs around the country are taking, and necessary in light of the needs of the current population. The use of evidence-based treatment interventions such as Dialectical Behavior treatment, Trauma Informed Treatment, Aggression Replacement Training, along with family therapy and substance abuse treatment have enriched the treatment program for youths at SYSC. The evaluation confirmed that many of these programs have proven results in addressing the complex needs of adolescent offenders, such as the serious mental health issues that result from early exposure to trauma, substance abuse and family related problems.

According to the evaluator, SYSC's routine use of outcome data to identify issues, implement changes and monitor performance further contributes to the overall safety, health and quality of life for staff and youths in the program.

The evaluator also found that the facility itself creates an environment that is conducive to its primary purpose, the rehabilitation of adolescent offenders. The campus and building has the feel of a high school rather than a secure facility. The exterior design of the building provides a perimeter security, instead of fencing topped with barbed wire or razor ribbon, as is often the case in most secure facilities for young offenders throughout the country.

Among other recommendations related to specific programming, training or policies, key recommendations from this report include:

- Increase staffing levels and optimize staff allocation
- Continue to convert as many half time positions to full time for consistency in operational management
- Utilize supervisors and any available facility support staff for unit shortages
- To relieve staff when counseling youths in Crisis Services Unit, for outside coverage activities, and for additional security on trust level activities
- Continue quality assurance strategies
- Increase staff training (e.g., skill and team building)
- Recognize and reward staff accomplishments

Many of the recommendations were already in progress and/or have since been acted upon. Although there are always opportunities for improvement, as a whole, the technical assistance provider found that the current programming and facility at SYSC is aligned nationally with best practices and treatment of this population.

Assessment of Legal and Fiscal Implications:

Legal Considerations

As part of its assessment the Department also looked at whether there were any deed restrictions, easements or other federal requirements that could potentially limit alternative uses of the facility and found the following:

- A title search completed for the property prior to construction of the facility concluded that there are no encumbrances on the property that would restrict its use for other purposes.
- While certain "contributing buildings" on the SYSC campus may be subject to restrictions or to a preservation easement pursuant to a memorandum of understanding

between the Department of Health and Human Services and the New Hampshire Division of Historical Resources, the new facility is not covered by this memorandum and accordingly the memorandum should have no effect on any proposed changes for the use of the facility.

- The facility was built in large part with the use of federal Violent Offender Incarceration and Truth in Sentencing (VOI/TIS) grant funds. As a condition of funding, the state is required to operate the facility as a correctional facility or jail. The duration of the state's obligation, however, is not specified and federal guidance on the issue provides that grantees are required to use the facility for the originally authorized purpose for as long as they are needed for that purpose. Thus the need for the facility dictates the length of the federal requirement for its continued use.
- As a further condition of funding, however, the state was required to provide assurances that it would not dispose of, modify the use of or change the terms of title to the property without the permission and instructions from the Office of Justice Programs, U.S. Department of Justice (DOJ). Accordingly, any proposed change in the use of the facility would require the approval of the DOJ. The DOJ's Bureau of Justice Assistance which now administers the VOI/TIS grants has stated that it has a general policy of granting all reasonable facility use requests provided that the alternative use of the facility serves a criminal justice purpose, as a general matter, and that the facility must be made available for the originally authorized purpose if the need should arise again.

Fiscal Considerations

Fiscal considerations regarding potential use of another facility to provide secure treatment for this population include the fact that the state owns the Manchester property and buildings, and would continue to incur a cost to at least minimally maintain those facilities should the SYSC program relocate elsewhere. There is the potential requirement as noted above that a portion of the VOI/TIS grant monies awarded to build the current facility would need to be paid back if the facility is no longer in use for that purpose. Additionally, the cost to rent or purchase and renovate a different facility to provide secure treatment would need to be considered. Given these factors, use of a different facility to provide these services, despite the lower census at the center, is not a cost effective option. Please see Appendix A for details on this option.

Private Contracting Considerations

Consideration was also given to the possibility of contracting existing services out to a private provider in the current or a different location, and the programming, legal and fiscal implications of that option. In regards to programming, given the evaluation results above, it is apparent that the current programming at the facility is ideally suited to this population and aligned with best practices nationally. Given this, there is no basis to consider privatization for programming reasons.

As the possibility of contracting services relates to legal and philosophical considerations, this question is closely linked to the issue of statutory authority. It is raised on the basis of the "propriety" of such action rather than with respect to "legality". It is an ideological question that many people feel strongly about. In fact, many staff and stakeholders interviewed believe that the responsibility for secure treatment is and should continue to be the role of the state. They argue that some functions are the "responsibility" of government and cannot or should not be delegated; among these functions are all legislative and judicial activities involved in all stages of the juvenile and criminal justice process. In the instance of privatization, the state would retain legal and ethical responsibility for this critical function, while surrendering direct control of these services to a private party. Others argue that there is a legitimate and necessary role for private

enterprise in the management of juvenile corrections, which in no way constitutes an abrogation of the essential role of government in formulating policy.

The desire to decrease cost of a service that is currently publicly provided is often a significant reason for contracting that service to the private sector. At times, the private sector has a greater potential for innovation and efficiency due to its ability to be more flexible than government regarding personnel and resources. It is critical to note that, while the state agency could relinquish responsibility for performing a service by contracting it out, it in no way relinquishes responsibility for monitoring the private providers. The state remains accountable, through detailed monitoring procedures, for all contracted services. The shift from operating public services to monitoring the provision of public services must include the state's ability to oversee and evaluate performance.

There is also a statutory challenge regarding the authority of private providers as compared to the public sector. Currently the employees of a private provider are not authorized by state law to take and hold juveniles in their care, as current state statutes did not envision private juvenile corrections providers.

In regards to the fiscal considerations of contracting these services to a private provider in a different location, given the costs that would be associated with maintaining the current land and buildings, payment to a provider for the services (which would require renovation of any existing facility in the state to provide adequate security), and costs of the necessary quality monitoring that would still be the responsibility of the state, contracting these services to a private provider would not be a cost effective option. Additionally, as noted above, there is the potential requirement that a portion of the grant monies awarded to build the current facility would need to be paid back if the facility is no longer in use for that purpose, further reducing the fiscal viability of this plan.

The viability of contracting these services to a private provider using the current facility is rife with programming, legal and philosophical concerns, and would still incur some of the same costs noted above. The Department began exploration of this possibility by issuing an RFI (Request for Information) in 2012. Only two responses were received, only one of which was from a provider with a demonstrated history of providing similar residential services, so options for appropriate private providers could be limited for this somewhat unique service. Additionally, the RFI did not require that proposals include budget information, so the responses did not confirm that costs would be reduced through a private contract.

However, there may be fiscal value in exploring contracting with a private provider for some specific targeted services currently provided by the state at SYSC. Education, maintenance or food services could be such examples. In addition, several focus group conversations and interviews clearly identified that there may be room to decrease staffing costs in educational services, given the teacher to student ratios noted earlier. This will continue to be an area for potential reduction of costs depending on the outcome of the short and long term options described below. Please see Appendix B for the current State Fiscal Year budget for Education, Maintenance and Food Services at SYSC.

Findings and Conclusions

Analysis of the information gathered above indicates that **the Department should continue to operate the Sununu Youth Services Center at the Manchester site**, and should turn its attention toward efforts to modify and expand its service continuum to better meet the needs of

the youth, families and community, and toward decreasing overall operating costs. These two goals may in fact be closely connected to one another.

As noted earlier, a significant portion of the youth served at SYSC require and receive treatment for mental and behavioral health issues. Additionally, a number of discussions with stakeholders identified secure treatment in these two areas as primary unmet needs for children and youth in New Hampshire. These discussions indicated that there is often a waiting list for children to receive acute psychiatric services at New Hampshire Hospital, and there are limited secure options for families when children are discharged from the hospital. These children may wait in local hospital emergency rooms for extended periods, where they cannot be provided with the crisis stabilization and treatment they need. Additionally, the hospital is meant to provide time-limited acute care, however in situations where longer secure services are needed; there are few transitional options that allow youth to fully solidify their treatment gains before returning to their community. Lastly, there are inadequate numbers of inpatient resources for youth struggling with substance addictions in our state. Some of the youth facing these challenges enter SYSC currently as a result of a delinquent act, some do not, however the treatment needs and safety concerns regarding youth in both circumstances are very similar.

As a result, the review has identified both short and long-term options for the Department to explore in an effort to reduce costs at SYSC and expand the uses of the facility to meet the needs of children and youth.

Short-term Options

New Hampshire Hospital (NHH) currently provides acute psychiatric treatment services for children, adolescents, adults and elders with severe mental illness. The Department should explore, in conjunction with NHH, the viability of dedicating a unit at SYSC to the hospital for the transition of children and adolescents who need crisis stabilization but not acute psychiatric services, or no longer require acute care but need secure transitional care in order to return safely and permanently to their home and community. New Hampshire Hospital is a certified secure medical treatment facility, and the feasibility of NHH opening a unit at SYSC for children and youth should be investigated.

In addition, a floor separate from other detained or adjudicated youth within SYSC could potentially be designated to provide secure inpatient services for adolescents with substances abuse needs. The program could provide:

- Acute, inpatient medical detoxification
- Safe medical withdrawal
- Inpatient Chemical Dependency Detoxification
- Group therapy, including coping skills, relapse prevention, and alcohol/drug education
- Educational groups
- Transitional Services

Expanded mental health and substance abuse treatment services for children and youth are both potential additional uses of the current facility that would enhance the existing service array available to meet these critical needs, and reduce overall costs as well. Costs could be reduced as a result of income generated through payment from insurance providers for these services. This income could be maximized through the use of existing infrastructure (building, food service, maintenance, recreational, medical facilities, etc.) resulting in decreased overhead costs to provide these services. Further exploration is needed to determine requirements for certification, staffing and billing procedures, among other areas, to confirm the feasibility of these options.

However, as a currently under-utilized asset in the state for the secure treatment of youth who require this level of care, SYSC could offer a fiscally sound addition for these critical services.

Long-term Options

A more long-term solution for reducing costs and enhancing services at the Sununu Youth Services Center could involve the ability to draw federal Medicaid dollars for services provided at SYSC. Review and consultation with individuals from the State of Vermont regarding recent changes at their juvenile correction facility, Woodside, indicates that the services provided to the youth currently served at SYSC may be able to become eligible for Medicaid payments.

Like New Hampshire and most states, Vermont has experienced the same changes in the population at their youth correctional facility, in that most youth are presenting with greater mental health and substance abuse needs that require treatment. Vermont saw the role of Woodside shifting in response from a secure detention facility to a medical/psychiatric treatment facility, so they embarked upon a series of legal and practice changes to reflect that shift. The result of these changes has been to allow the Woodside Center to receive Medicaid payments for all services provided at the facility except education services for those youth insured by Medicaid.

Evaluation of Federal Medicaid Laws and Policies

The discussion below represents Vermont's findings and recommendations for accessing Medicaid funding for services, which would apply to SYSC as well.

Inmate of a Public Institution Exception

Federal Medicaid funds are not available for care or services provided to any individual who is an "inmate of a public institution (except as a patient in a medical institution)." A "public institution" is defined as an institution that is the responsibility of or is administratively controlled by a government unit. However, the term "public institution" excludes medical institutions, intermediate care facilities, publicly operated community residences that serve no more than 16 residents, and child-care institutions."

On the other hand, federal regulations define a "medical institution" as an institution that:

- a. Is organized to provide medical care, including nursing and convalescent care;
- b. Has the necessary professional personnel, equipment, and facilities to manage the medical, nursing, and other health needs of patients on a continuing basis in accordance with accepted standards;
- c. Is authorized under State law to provide medical care; and
- d. Is staffed by professional personnel who are responsible to the institution for professional medical and nursing services.

The services must include adequate and continual medical care and supervision by a physician; registered nurse or licensed practical nurse supervision and services and nurses' aid services, sufficient to meet nursing care needs; and a physician's guidance on the professional aspects of operating the institution.

Institutions for Mental Disease (IMD) Exclusion

Federal law defines an Institution for Mental Disease (IMD) as a hospital, nursing facility or other institution of more than 16 beds that is primarily engaged in providing diagnosis, treatment or care to persons with mental diseases, including medical attention, nursing care, and related services.

Medicaid funding is not available for IMD services, except for inpatient psychiatric services provided to individuals under the age of 21. This exception for individuals under age 21 has been interpreted inconsistently. One interpretation is that inpatient psychiatric services must meet the narrow, institutional definition of inpatient psychiatric services (described in the next section). Another interpretation is that the IMD rules do not apply to individuals under age 21.

Medicaid Reimbursement for Psychiatric Residential Treatment Facilities (PRTF)

Federal Medicaid law recognizes a limited number of institutional settings for which room and board costs may be reimbursed. These settings include hospitals, nursing facilities, intermediate care facilities for the mentally retarded (ICF/MR), and inpatient psychiatric services for children under age 21. Psychiatric services for children may be provided by a psychiatric hospital, psychiatric unit of a general hospital or psychiatric residential treatment facility (PRTF).

Under Centers for Medicare and Medicaid Services (CMS) regulations, a PRTF is a non-hospital facility that delivers inpatient psychiatric services to Medicaid enrolled individuals under age 21. The facility is required to be accredited by the Joint Commission (known as JCAHO) or other accrediting entity, such as the Commission on Accreditation of Rehabilitation Facilities (CARF). The facility also must comply with federal regulations concerning the use of seclusion and restraints.

Findings and Recommendations Regarding Federal Medicaid Laws and Policies

The Department believes that the Sununu Youth Services Center could, as a long-range plan, potentially meet the federal definition of a “medical institution,” subject to modification of New Hampshire law to recognize SYSC as a medical provider. The agency also believes that enrollment of Sununu Youth Services Center as a psychiatric residential treatment facility would strengthen the Medicaid program’s authority to cover SYSC for three reasons:

1. Recognition of SYSC as a *Psychiatric Residential Treatment Facilities (PRTF)* could enable the New Hampshire Medicaid program to cover services offered by SYSC under traditional Medicaid laws.
2. The federal definition of a “medical institution” has not been consistently interpreted and applied, but enrollment of SYSC as a PRTF would meet the narrowly constructed definition of a medical institution.
3. Federal law exempts “inpatient psychiatric services for children under age 21” from the prohibition on Medicaid funding for services. The definition of “inpatient psychiatric services” could be narrowly interpreted to include only traditional Medicaid providers (e.g., hospitals and PRTFs). Enrollment of SYSC as a PRTF could meet the narrow definition of “inpatient psychiatric services for children under age 21.”

Both the designation as a “medical institution” and enrollment as a PRTF would require statutory and process changes, as well as accreditation by an accrediting entity. While it is believed that the

facility, services, staffing and programming currently in place at SYSC would largely meet accreditation requirements, specific analysis will be necessary to determine if additional changes are needed. However, as was true in Vermont, it is anticipated that a large majority of youth presently served at SYSC have treatment needs that would clinically require secure treatment, thereby allowing all costs for their treatment at SYSC except education costs to be covered by Medicaid payments to the state. It is important to note that the Woodside facility continues to provide services to a small number of youth (less than 5-10%) that do not have clinical needs that require secure treatment, but nonetheless require secure placement to ensure community safety. They continue to utilize state general funds to serve this population.

Programmatically, the Woodside Center made a number of changes aligned with the shift to a more treatment-focused approach to these services. New Hampshire is already in the process of making many of these changes as they are recognized as best practice for youth and their families, such as infusing Restorative Practices into the facility, expanding family engagement in treatment, and individualizing youth's programs based on treatment needs. Additional changes made in Vermont that warrant exploration include initial review of all admissions by a clinical team to determine need for secure care, with transition supports to a lower level of care if appropriate. It is also worth considering eliminating the separation of youth based on legal status (detained vs. committed), that would allow for unit assignment of all youth based on treatment need and services, and discharge planning that begins immediately upon admission for all youth.

Given the above information, the Department should explore the feasibility and appropriateness of the identification of the Sununu Youth Services Center as a psychiatric residential treatment facility. This should include, if appropriate, any statutory changes that would be necessary to meet this recommendation. This exploration should include an analysis of any outcome data available regarding the Woodside program or other similar models, and a plan for evaluation of any recommended changes at SYSC. Additionally, the success of a secure treatment model such as the one described here is intricately tied to the availability of adequate community treatment services to support successful discharge from secure treatment. As a result, the Department would propose that a portion of any savings realized through these modifications be allocated to support such community treatment programs.

It should be noted that neither the short nor long term possibilities described above are anticipated to result an increase in daily census at the facility beyond its capacity. The youth currently served at SYSC and New Hampshire Hospital typically struggle with very similar challenges and require similar services in terms of mental health and substance abuse treatment, with the primary differentiation being that youth currently at SYSC have been charged with committing a delinquent act. It is hoped that by making this level of treatment more available to youth who need it before a delinquent act occurs, the youth, their families, and the community will be better and more safely served.

Final Summary:

Short-Term Options

1. The Department will continue to operate the Sununu Youth Services Center at the current Manchester facility.
2. The Department will explore the possibility for SYSC to house an extension of New Hampshire Hospital services for psychiatric and substance abuse care.
3. The Department will explore the programmatic and fiscal impact of contracting specific targeted services provided at SYSC to a private provider.

Long-term Options

1. The Department will explore the feasibility and appropriateness of identifying the SYSC as a Psychiatric Residential Treatment Facility (PRTF) to secure Medicaid funding for services, including any necessary program or statutory changes, and fiscal impact.

General Recommendations

1. The Department will continue to invite stakeholders' participation in exploring the above options.
2. The Manchester neighborhood residents should specifically be involved in the exploration of these possibilities.

The Department worked with community stakeholders and providers to create this report and wants to recognize the time and effort of many in contributing to the creation of this document and the plan going forward. There were focus groups and interviews from which information was gathered and there was a standing executive group that listened to and considered the information in an effort to look at as many options as possible.

The following individuals were part of the Executive Team that met over the past five months.

Executive Team Members - Stakeholder Members

Amy Kennedy, Office of Governor Margaret Wood Hassan
Mayor Theodore Gatsas, Mayor, City of Manchester
Joyce Craig, Alderman, Ward I, City of Manchester
Maria Gagnon, CEO, Child & Family Services
Monica Zulauf, President/CEO of YWCA, NH
Patricia Dowling, Chair, Governor's State Advisory Group on Juvenile Justice
Ellen Feinberg, Executive Director of N.H. Kids Count
Ron Adams, Governor's State Advisory Group on Juvenile Justice
Michael Adamkowski, Chair, DCYF Advisory Board
Amy Pepin, Governor's State Advisory Group on Juvenile Justice
Marty Boldin, Director Office of Youth Services
Michael Sielicki, NH Chiefs of Police Association
Joseph Diament, Director Division of Community Corrections

Appendix A

	Budget Impact - General Funds		
	SFY14	SFY15	TOTAL
Total SYSC Budget	-	(15,182,997)	(15,182,997)
General Fund Portion of SYSC Budget		(14,255,656)	(14,255,656)
Est. cost to send residents to another program		11,315,000	11,315,000 *
Est. cost to administer placement contract	-	1,357,800	1,357,800 **
Est. cost to maintain buildings/campus after closure	-	900,355	900,355 ***
Potential General Funds Savings ¹			(682,501)

¹Note: There are two unknown costs:

- 1) Requirement to pay back VOI/TIS grant
- 2) Costs associated with renovating a non-secure facility into an architecturally secure facility

DETAIL

Estimated cost to send residents to another program:

Average Census # per Day 62
 Assuming an average daily rate of: \$500
 x365 days year 365

\$11,315,000 *

Estimated cost to administer Contract @ 12% **\$1,357,800 ****

\$12,672,800

	SFY 2014 Budget	Program Costs	Facility Costs After Closure
MAINTENANCE/SECURITY BUDGET			
PERSONAL SERVICES PERM CLASS	\$ 469,451	\$ 134,405	\$ 335,046
OVERTIME	\$ 16,314		\$ 16,314
HOLIDAY PAY	\$ 2,330		\$ 2,330
CURRENT EXPENSES	\$ 78,440	\$ 39,220	\$ 39,220
HEAT ELECTRICITY WATER	\$ 845,284	\$ 591,699	\$ 253,585
MAINT OTHER THAN BUILD-GRN	\$ 2,275		\$ 2,275
EQUIPMENT NEW REPLACEMENT	\$ 40,000	\$ 20,000	\$ 20,000
TELECOMMUNICATIONS	\$ 4,975		\$ 4,975
OWN FORCES MAINT BUILD-GRN	\$ 6,970		\$ 6,970
CONTRACTUAL MAINT BUILD-GRN	\$ 52,349		\$ 52,349
PERSONAL SERVICE TEMP APPOIN	\$ 21,195	\$ 21,195	
BENEFITS	\$ 265,711	\$ 98,920	\$ 166,791
EMPLOYEE TRAINING	\$ 1,260	\$ 1,260	
IN STATE TRAVEL REIMBURSEMEN	\$ 5,325	\$ 4,825	\$ 500
OUT OF STATE TRAVEL REIMB	\$ 1	\$ 1	
	\$ 1,811,880	\$ 911,525	\$ 900,355 ***

Appendix B			
Description	ORG	CLASS	SFY 2014 Budget
MATERIAL MGT & FOOD PREP			
PERSONAL SERVICES PERM CLASS	7913	10	242,008
OVERTIME	7913	18	16,984
HOLIDAY PAY	7913	19	8,010
CURRENT EXPENSES	7913	20	95,640
FOOD INSTITUTIONS	7913	21	289,051
RENTS-LEASES OTHER THAN STAT	7913	22	292
EQUIPMENT NEW REPLACEMENT	7913	30	1,358
TELECOMMUNICATIONS	7913	39	2,800
PERSONAL SERVICE TEMP APPOIN	7913	50	13,385
BENEFITS	7913	60	168,365
EMPLOYEE TRAINING	7913	66	629
IN STATE TRAVEL REIMBURSEMEN	7913	70	467
GENERAL FUNDS			838,989
MAINTENANCE/SECURITY			
PERSONAL SERVICES PERM CLASS	7914	10	469,451
OVERTIME	7914	18	16,314
HOLIDAY PAY	7914	19	2,330
CURRENT EXPENSES	7914	20	78,440
HEAT ELECTRICITY WATER	7914	23	845,284
MAINT OTHER THAN BUILD-GRN	7914	24	2,275
EQUIPMENT NEW REPLACEMENT	7914	30	40,000
TELECOMMUNICATIONS	7914	39	4,975
OWN FORCES MAINT BUILD-GRN	7914	47	6,970
CONTRACTUAL MAINT BUILD-GRN	7914	48	52,349
PERSONAL SERVICE TEMP APPOIN	7914	50	21,195
BENEFITS	7914	60	265,711
EMPLOYEE TRAINING	7914	66	1,260
IN STATE TRAVEL REIMBURSEMEN	7914	70	5,325
OUT OF STATE TRAVEL REIMB	7914	80	1
GENERAL FUNDS			1,811,880
EDUCATION			
PERSONAL SERVICES PERM CLASS	7917	10	2,272,512
OVERTIME	7917	18	4,663
CURRENT EXPENSES	7917	20	20,930
RENTS-LEASES OTHER THAN STAT	7917	22	3,887
ORGANIZATIONAL DUES	7917	26	247
TELECOMMUNICATIONS	7917	39	1,820
AUDIT FUND SET ASIDE	7917	41	0
PERSONAL SERVICE TEMP APPOIN	7917	50	15,685
BENEFITS	7917	60	1,113,920
WORKERS COMPENSATION	7917	62	0
EMPLOYEE TRAINING	7917	66	1,104
IN STATE TRAVEL REIMBURSEMEN	7917	70	284
GRANTS NON FEDERAL	7917	73	1
OUT OF STATE TRAVEL REIMB	7917	80	1
EDUCATIONAL SUPPLIES	7917	537	25,163
			3,460,217
OTHER FUNDS (Agency Income)			-710,205
GENERAL FUNDS			2,750,012

Sununu Youth Services Center Transformation: Psychiatric Residential Treatment Facility Proposal

WHAT IS THE DEPARTMENT'S VISION TO SERVE YOUTH WITH BEHAVIORAL HEALTH TREATMENT NEEDS?

The Department believes that children and youth are best served in their homes and communities when it is safe and effective to do so. For these reasons, the Department, in collaboration with the Children's Behavioral Health Collaborative and other stakeholders, has used federal grant funds to design and implement a System of Care model that includes an expanded and non-traditional service array. The System of Care (SOC) model was developed to meet the intensive behavioral health needs of those children and youth that are not able to be served effectively in their homes and communities with the existing service array. The Department is pursuing a Medicaid State Plan Amendment to continue funding for the System of Care services, as well as for a Psychiatric Residential Treatment Facility (PRTF) and the Sununu Youth Services Center would be the PRTF

WHO ARE THE YOUTH THAT DHHS WANTS TO SERVE?

The youth that DHHS is looking to serve have a variety of intensive behavioral health and treatment needs that cannot be adequately met in their communities, including youth involved with various DCYF programs (abuse/neglect, Children in Need of Services (CHINs), and juvenile justice) as well as other youth not currently involved with the Division for Children, Youth and Families (DCYF).

Youth involved with juvenile justice

The youth currently being served at the Sununu Youth Services Center (SYSC) require an intensive level of care and treatment, due to their significant behavioral health needs and unsuccessful attempts to treat these youth in less restrictive and less intensive programs (refer to example 1).

- A review of seventy-six youth committed to the facility in 2015 indicated that sixty-seven of those youth had three or more mental health diagnoses, with thirty-eight having five or more. All seventy-six youth carried at least one mental health diagnosis.
- Sixty-one of those youth had co-occurring mental health and substance abuse diagnoses.

- The average number of placements prior to commitment for these seventy-six youth was six.
- In addition to not receiving treatment able to meet their needs, these youth caused harm to others while these needs remained unmet. Prior to reaching the point of commitment, these seventy-six youth were petitioned for committing a total of 494 criminal offenses in their homes and communities.

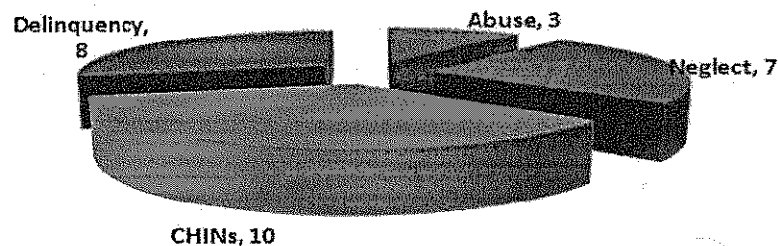
Other youth involved with DCYF

Some youth not placed at SYSC but involved with DCYF through an abuse/neglect (refer to example 2) or CHINS case also need the intensive level of care and treatment.

- Most of the children or youth involved with DCYF are able to be served through existing providers in NH.
- Some children or youth, however, have more intense needs that currently require placement in out-of-state facilities to obtain treatment safely and effectively.
- On 9/1/15, DCYF had twenty-eight children and youth placed in out-of-state facilities.

One such population with very high needs are youth served under the Child in Need of Services (CHINS) statute, Section D:2II(d), which include children and youth who have a diagnosis of a severe emotional/cognitive or other mental health issue who engage in aggressive, fire setting or sexualized behaviors that pose a danger to themselves or others. In calendar year 2014 the Department received 55 requests for this type of CHINS petition. The Department has received 30 requests to date in 2015. These children and youth frequently require residential treatment, and in fact account for a significant portion of out-of-state placements.

of children/youth placed out-of-state by case type



When children and youth are placed out-of-state, it becomes more difficult for them to remain connected to their families and home communities, which can negatively impact treatment progress and discharge planning. Additionally, DCYF does not have oversight of rates and quality measures such as length of stay in these placements. From an economic standpoint, when these placements are necessary, state dollars are being paid to out-of-state agencies rather than in-state providers. For these reasons, every effort is made to serve these children and youth in-state first, which can result in multiple placements and unmet treatment needs for these youth.

Other youth with behavioral health needs

Additionally, there are youth not in contact with DCYF who require the same intensive level of care and treatment.

- Youth that are in need of highly intensive and/or secure treatment in a clinical milieu but are stable enough for discharge from an acute psychiatric hospital.
- Youth who need an extensive and clinically intensive evaluation to determine appropriate diagnosis and treatment plan.
- Youth who need extended monitoring while undergoing medication trials/ stabilization but no longer need acute care.

Currently, the only option for these youth is a longer stay at New Hampshire Hospital, contributing to a shortage of beds for other youth in need of acute care.

NHH Readmissions of Children/Youth (under 18 years old) – SFYs 2014 & 2015	
DCYF involved	56
Non-DCYF involved	662



Youth with substance use disorders

While many of the youth described above have co-occurring substance use disorders, there are also youth whose primary diagnoses are substance use related who may need an intensive level of care and treatment in a residential setting.

- New Hampshire currently has one adolescent Substance Use Disorder residential treatment program, Phoenix House in Dublin, NH, which is currently able to serve twelve youth. At times, the program is unable to accept new referrals.
- While Phoenix House works diligently to meet the needs of youth in its program, there are youth who cannot be managed at their facility, due to aggressive behaviors or co-occurring mental health issues, and who are therefore discharged from the program without completing their treatment plan. Seven such youth were discharged in 2014.
- Many youth are appropriately diverted from residential care if their initial assessment determines community treatment is the best alternative.
- While many youth with substance use disorders will continue to be effectively treated in the community programs, providing the option of a second residential substance abuse treatment program for adolescents that is able to accept Medicaid or other insurance in another area of the state, and manage more aggressive or co-occurring disorders, will provide a critical service for youth that need it.

WHAT IS A PSYCHIATRIC RESIDENTIAL TREATMENT FACILITY (PRTF)?

A Psychiatric Residential Treatment Facility (PRTF) is a treatment category designed by the federal Centers for Medicare and Medicaid Services (CMS) to support States’ efforts to provide psychiatric services to individuals under age twenty-one in non-hospital settings. New Hampshire does not currently have a PRTF facility.

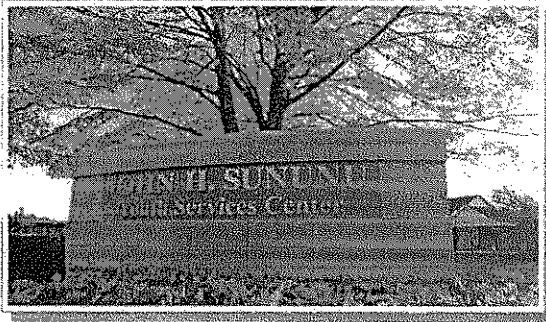
A PRTF is designed to be:

- less medically intensive than a psychiatric hospital, while still providing a range of comprehensive services on an inpatient basis under the direction of a physician;
- a more clinically intense type of treatment delivered to youth that are more acutely or chronically psychiatrically ill than those served in other residential facilities.

A PRTF IS A CRITICAL COMPONENT OF THE CONTINUUM OF TREATMENT SERVICES IN NEW HAMPSHIRE

The creation of a PRTF is being considered only in conjunction with a permanently expanded array of home and community-based services to provide a full continuum of services for children and youth with the highest levels of behavioral health, and treatment needs. Despite expanding home and community services, a portion of this population continues to require short-term residential treatment episodes, a need that currently is not always met effectively or adequately without a PRTF.

Concern has been raised about the need for a PRTF in light of a federal demonstration project under which nine states tested the cost-effectiveness and outcomes of providing enhanced services in a child's home or community **rather than** a PRTF. The Department believes this project supports its proposal to utilize SYSC as a PRTF in conjunction with an enhanced array of home and community-based services in that the demonstration project concluded that including a number of additional services "significantly enhanced the positive outcomes for children and youth," and, in particular, that "children and youth who were transitioned out of PRTF's had better outcomes on average than children who were diverted from PRTF's." While the better outcomes for youth transitioned out of the PRTF may have resulted from better services or some other factor, it may also have been due to having their more intensive needs met within the PRTF, so that the community-based treatment plan could be more successful. This indicates that having a PRTF available for those youth that need that level of treatment is key to their ultimate outcome.



WHY IS SYSC THE BEST OPTION FOR A PRTF IN NEW HAMPSHIRE?

- The Sununu Youth Services Center (SYSC) currently offers many of the services that youth in need of this level of treatment require, including comprehensive medical, clinical and educational services. The Center utilizes a number of validated assessment instruments to determine treatment needs, and employs an array of evidence-based or research-based treatment interventions with proven results in addressing serious behavioral health issues. SYSC demonstrated positive results in safety, health and programming for youth in the facility as evidenced by the achievement of Level 3 out of 4 in the Performance-Based Standards system, which compares the SYSC's performance to other similar facilities' performance nationally every six months.
- There will be a sustained need for a PRTF level of care for some portion of youth in the juvenile justice system. While positive trends of decreasing juvenile crime rates and the declining use of secure facilities for juveniles continue both nationally and in New Hampshire, all states continue to have secure care and treatment options for juvenile delinquents. In converting SYSC to a PRTF, Medicaid dollars can be used to support treatment services needed by the current population. These Medicaid dollars will offset some of the general fund costs to operate the SYSC.

INSTRUMENTS AND MODELS CURRENTLY AVAILABLE AT SUNUNU YOUTH SERVICES CENTER (SYSC)

Assessment Instruments:

- Beck Suicidal Ideation Assessment
- CRAFT Screening Interview
- UCLA PTSD Reaction Index
- Substance Abuse Subtle Screening Inventory (SASSI)
- Child and Adolescent Needs and Strengths (CANS)
- Woodcock-Johnson III
- Attention Deficit Hyperactivity Disorder (ADHD) Rating Scale
- Depression Anxiety Stress Scales (DASS) 42
- Revised Children's Manifest Anxiety Scale (RCMAS)

Treatment Models:

- Cognitive Behavioral Therapy
- Trauma-Focused Cognitive Behavioral Therapy
- Dialectical Behavioral Therapy
- Anger Management (Prepare Model)
- Aggression Replacement Therapy
- Psychopharmacology

- The use of SYSC as a PRTF for the other populations described above provides a cost-effective way to meet the needs of these youth by making use of existing infrastructure (building, food service, maintenance, recreational, medical facilities, etc.) resulting in lower overhead costs to provide residential treatment services.
- Costs for multiple and longer placements and/or repeat hospitalizations could potentially decrease if youth who truly require a more intensive level of care can receive that care and return to their communities more rapidly and successfully.

Therefore, the Department recommends positioning SYSC as one element of the expanded SOC service array for youth who need short-term PRTF level care, and to utilize SYSC in coordination with expanded home and community-based services. In support of this objective, the federal Centers for Medicare and Medicaid Services (CMS) has offered to send a technical assistance team to NH this fall to evaluate the SYSC facility and assist in developing a transition plan.

NOTE: The SYSC facility was built using federal Violent Offender Incarceration/Truth in Sentencing (VOI/TIS) grant funds that carry certain requirements for use. The proposed transformation of the SYSC facility is expected to meet the use requirements, thereby avoiding the need for a substantial payback of funds used to build the facility. VOI/TIS funds payback could potentially equal \$13,400,000 if NH is required to repay the full amount.

The facility use requirements require that a state request permission from the BJA to cease operation or otherwise change the use of the facility. The guidance document states that the BJA has a general policy of granting all reasonable facility-use requests, provided that the alternative use serves a criminal justice purpose as a general matter and that the facility will be available for the originally authorized purpose if the need should arise again.

In May of 2015, the Department contacted Jonathan Faley, Associate Deputy Director for Programs at the BJA regarding the process for requesting a change of use for the SYSC facility. In conversation with Mr. Faley he stated: that BJA has had 5-6 requests for change of use and that they have approved all of them; and, that they take a broad brush approach to the requirement that the changed use serve a "criminal justice purpose" and that they are more than willing to work with states in situations like ours.

On June 4, 2015, the U.S. Department of Justice sent a letter to Senator Ayotte addressing the change of use and disposition requirements for VOI/TIS funded facilities. The letter refers to the Bureau of Justice Assistance's (BJA) Guidance for States on the Use and Disposition Requirements for VOI/TIS-Funded Facilities. <https://www.bja.gov/Programs/VOITISFacilityGuidance.pdf>

EXAMPLE 1: JUVENILE JUSTICE CASE

Charges:

- Simple Assault
- Aggravated Felonious Sexual Assault
- Acts Prohibited
- Possession of a Controlled Drug (x3 Separate Charges)

History of Placement:

- Phoenix House
- Youth Services Center—Secure Detention
- Mount Prospect Academy - Plymouth
- Mount Prospect Academy - Plymouth
- Mount Prospect Academy - Campton
- Speare Memorial Hospital
- Valley Vista Program - Vermont
- NH Hospital
- Youth Services Center - Secure Detention

Behavioral History:

- Extensive drug abuse on both sides of family

Behavioral History: continued

- Three psychiatric hospitalizations
- Self-injurious behavior
- History of cutting
- One documented suicide attempt
- Began drinking alcohol at the age of 12
- Marijuana use beginning in 8th grade
- Began opioids by 9th grade
- Admitted multiple times for detox treatment
- History of depression
- Alleged sexual abuse by father
- Allegedly sexually abused sister
- Exposed to domestic violence in the home
- Survived highly traumatic divorce

Diagnoses:

- Poly-substance Dependence
- Substance related perceptual disorder
- Mood Disorder
- Bipolar Disorder Type 1
- Posttraumatic Stress Disorder

EXAMPLE 2: ABUSE/NEGLECT CASE

History of Placement:

- Relative Placement
- Spaulding Youth Center
- New England Salem Children's Trust
- NFI – Massachusetts, Riverside
- Spaulding Youth Center
- Spurwink Services – Brunswick, ME
- Devereaux – Rutland, MA

Behavioral History:

- Significant, lengthy history of extremely violent, assaultive & aggressive behavior with family, peers, professional staff (all settings)
- Explosive outbursts
- Suicidal threats (trying to hang herself, throwing self out of moving vehicle),
- Threatening self-harm (cutting of body parts),
- Threatening to harm others
- Homicidal threats (staff, family, peers)
- Self-harming behaviors (scratching, cutting)

Behavioral History continued:

- Impulsivity
- Irritability
- Agitation
- Depression
- Hopelessness
- Threatening high-risk behaviors (prostitution)
- 5 psychiatric hospitalizations

Diagnoses:

- Physical Abuse of Child
- Neglect of Child
- Parent/child Relational Problem
- Gender Dysphoria of Childhood
- Bipolar Disorder
- Mood Disorder, NOS
- Borderline Personality Disorder
- Mild Cognitive Impairment (IQ 65)
- Asthma
- History of Pseudo-seizures



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Assistance

Office of the Director

Washington, D.C. 20531

October 13, 2015

Byry Kennedy, Esq.
Director of Legal Services
Division for Children Youth & Families
NH Department of Health and Human Services
129 Pleasant Street
Concord, NH 03301

Dear Mr. Kennedy,

This letter is to inform you that I have reviewed and approved your email request, dated October 2, 2015, seeking permission from the Bureau of Justice Assistance (BJA) to allow the State of New Hampshire to repurpose a portion of the Sununu Youth Services Center, a juvenile detention center built with federal Violent Offender Incarceration and Truth-in-Sentencing (VOI/TIS) Program grant funds for "use as a Psychiatric Residential Treatment Facility (PRTF)".

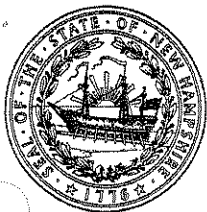
This request is approved based on the fact that the State plans to continue using the VOI/TIS facility for a criminal justice purpose (i.e., for use as a PRTF to service youth involved in the juvenile justice system or at risk for involvement), as required in BJA's *Guidance for States on the Use and Disposition Requirements for VOI/TIS-Funded Facilities*. The proposed PRTF, as I understand from reading the attached proposal, would serve a criminal justice purpose in that the youth served in the PRTF will be either involved with the juvenile justice system or at risk for involvement. In particular, our Office of the General Counsel has advised us that the youth described in the proposal that are not currently involved with juvenile justice system fall within the categories of youth that are typically considered at risk for juvenile justice involvement.

The State should be prepared to convert the VOI/TIS facility back to the originally funded purpose if the need arises. Furthermore, the State must continue to request and receive prior approval from BJA in order to make future changes regarding the use of the facility, to cease operating the facility, or to dispose of or sell the facility.

Thank you for your request. Should you have any questions, please feel free to contact Jonathan Faley, BJA Associate Deputy Director, by telephone at 202-514-2350 or by email at jonathan.faley@usdoj.gov.

Sincerely,

Denise E. O'Donnell
Director



State of New Hampshire FIS 15-229
Additional Information

GENERAL COURT

33 North State Street
Legislative Office Building, Rooms 210-211
Concord, NH 03301-6334

TEL: (603) 271-3165

TDD Access: Relay NH 1-800-735-2964

FISCAL COMMITTEE

(RSA 14:30-a)

Neal M. Kurk
Chairman

November 18, 2015

Dear Members of the Committee,

Chapter 276, Laws of 2015 (HB 2) contains two separate provisions relative to the funding of the Sununu Youth Services Center.

Ch. 276:205, L'15 – Reduction in Appropriation

276:205 Department of Health and Human Services, Sununu Youth Services Center; Reduction in Appropriation. The department of health and human services is hereby directed to reduce state general fund appropriations to the Sununu Youth Services Center by \$1,721,861 for the fiscal year ending June 30, 2016, and by \$3,496,746 for the fiscal year ending June 30, 2017. The department shall operate the Sununu Youth Services Center within the allotted budget, or may enter into contracts for operation of the Sununu Youth Services Center, including establishing necessary class lines, as long as total operating costs do not exceed \$10,100,000 for the fiscal year ending June 30, 2017.

This provision does not require or authorize any further action by the Fiscal Committee. Both of these requirements are mandated by law, and any changes to these requirements must be made through legislation. The Committee should monitor the Department's adherence to these requirements throughout the biennium.

Ch. 276:206, L'15 - Cost Savings Plan:

276:206 Department of Health and Human Services; Sununu Youth Services Center; Cost Savings Plan. The department of health and human services shall develop a plan to reduce the cost of providing existing services at the Sununu Youth Services Center. The plan shall include privatization of services, offering additional and compatible services, and consider the most appropriate, cost effective, long and short-term uses of the center as described in the January 1, 2014 report issued pursuant to 2013, 249. The department shall submit the plan to the fiscal committee of the general court for approval on or before November 1, 2015, and begin implementation of the plan by January 1, 2016.

This provision requires the Department of Health and Human Services (DHHS) to submit a cost savings plan to the Fiscal Committee for approval. The implementation date of the plan, if

approved, will begin on January 1, 2016. DHHS has submitted a plan which will be included on the Committee's agenda at the December 18, 2015 meeting. The following is a description of motions for the agenda item:

1. **Approve.** If Fiscal Committee approves the plan, DHHS will begin implementation on January 1, 2016. This plan would require future Fiscal Committee approval for transfer requests and possibly the acceptance and expenditure of additional funds (federal or other). It is probable that the plan would require further legislative changes which must go through the standard legislative process, and the Department would work with legislators to determine what types of statutory changes would be necessary to effectuate the plan if approved by the Committee.
2. **Amend and Approve.** Although the Committee has amended and approved items in the past, Ch. 276:206 specifically states "*the department shall develop a plan...*" The Fiscal Committee does not have the legislative authority to develop a different plan for the SYSC. The development of a different plan for SYSC should be undertaken by the entire General Court through the legislative process.
3. **Deny.** If Fiscal Committee denies the plan, DHHS cannot begin implementation of the proposed plan on January 1, 2016. However, nothing prohibits DHHS from seeking legislation to effectuate the plan.
4. **Table.** A tabling motion would have the same impact as denying the plan, whereas absent a special meeting, there would be no action taken by the Committee which would allow implementation of the plan beginning January 1, 2016.

Please note that the cost savings plan under section 206 is not directly related to the appropriation reduction requirements under section 205. As a result, irrespective of the action taken by the Fiscal Committee relative to the Department's cost savings plan proposal, the Department will still be required to reduce SYSC appropriations in FY 2016 and FY 2017 pursuant to current law.

The item is currently being reviewed by the Office of Legislative Budget Assistant and the Department of Health and Human Services to ensure compliance with the chapter law requirements. When the item is finalized, the LBAO will send a copy of the item to Committee members for their review prior to the December 18th vote.

Please contact me or the LBA if you have questions.

Sincerely,



Representative Neal M. Kurk
Chairman

Cc: Nicholas Toumpas, Commissioner
Department of Health and Human Services



New Hampshire Liquor Commission

50 Storrs Street, P.O. Box 503
 Concord, N.H. 03302-0503
 (603) 230-7026

Joseph W. Mollica
 Chairman

Michael R. Milligan
 Deputy Commissioner

April 20, 2016

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Executive Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, the New Hampshire Liquor Commission respectfully request authorization to accept and expend funds entitled "NH Highway Safety-Tablets totaling \$249,270.00 from the New Hampshire Highway Safety Agency through the National Highway Traffic Safety Administration, effective upon Fiscal Committee and Governor and Council approval through September 30, 2016. 100% Agency Income

Funding to be established in account # 02-77-77-770512-52120000, LIQUOR COMMISSION, ENFORCEMENT, NH Highway Safety-Tablets;

Class	Class Description	Current Appropriation	Requested Action	New Budget
037-500173	Technology-Hardware	\$0.00	\$184,633.00	\$184,633.00
038-500175	Technology- Software	\$0.00	62,610.00	62,610.00
040-500800	Indirect Cost	\$0.00	2,027.00	2,027.00
	Total	\$0.00	\$249,270.00	\$249,270.00
Source of Funds				
001- 405723	Agency Income	\$0.00	<u>\$249,270.00</u>	<u>\$249,270.00</u>

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
April 20, 2016
Page 2 of 2

EXPLANATION

The intent of the funding is to purchase tablet platform computers including mounting hardware and installation services as well as mobile access to the Division of Enforcement and Licensing's records management system (IMC) and the SPOTS and NCIC law enforcement databases. The purchase of these devices and increased database access will improve timely access to information and increase the overall efficiency of the Division of Enforcement's sworn personnel in the performance of their licensing and enforcement operations. As the number of liquor licensed businesses continues to increase so does the demand for real time accessibility of information in the field to ensure maximum efficiency of operation and responsiveness to the stakeholders we serve.

Respectfully Submitted
New Hampshire State Liquor Commission



Joseph W. Mollica, Chairman

**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

For HSA Use Only

Date Received March 23, 2016	Project Number #308-16S-083
Date Approved March 24, 2016	PSP and Task # 16-02, 21

Part I

1. Project Title NH Liquor Commission Tablets & Equipment	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
--	---

3. Applicant A. Name of Agency DUNS Number 878072016 NH Liquor Commission	B. Address of Agency 57 Regional Drive, Suite 8 Concord NH 03302-0503
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration A. Contract Period Start Date: October 1, 2015 Termination Date: September 30, 2016	Functional Area M6OT - 405d Impaired Driving Low CFDA# 20.616 Program Title Impaired Driving Countermeasures Grant Funding Source National Highway Traffic Safety Administratio
---	--

6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense					
c. Equipment	\$247,243.00	\$247,243.00			
d. Indirect Costs Audit	\$2,027.39	\$2,027.39			
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$249,270.39	\$249,270.39			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: 0% (\$0.00)
--

Part II

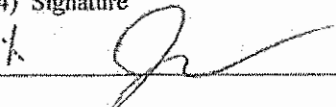

BUDGET AND PERSONNEL DATA	
a. Personnel Services	
*See Proposed Solution (page 3) for explanation of pay rates	
b. Current Expenses	
c. Equipment See attached Budget	\$247,243.00
d. Indirect Costs and Audit Expense Indirect costs \$247,243.00 x .82	\$2,027.39
e. Contractual Services	
f. Other Expenses	
Total	\$249,270.39

In Kind Match For This Project = \$62,317.60 (405D Impaired Driving Funds)

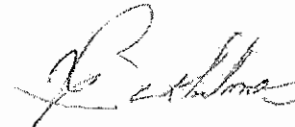
This match requirement shall be met through Salary and Benefit cost analysis of agency personnel performing enforcement of impairment laws.

Part III

Acceptance of Conditions. It is understood and agreed by the undersigned that a grant received as a result of this contract is subject to the regulations governing grant which have been furnished (or will be furnished upon request) to the applicant.

A. Project Director		
1) Name James Wilson	2) Title Director, Bureau of Enforcement NH Liquor Commission	3) Address 57 Regional Drive Concord, NH 03301
4) Signature 		5) Telephone Number 271-3521
B. Authorized Official		
1) Name Joseph W. Mollica	2) Title Chairman, NH State Liquor Commission	3) Address 50 Storrs Street Concord, NH 03301
4) Signature 		5) Telephone Number 271-3132

Part IV (For HSA Use Only)

1. Approval Date March 24, 2016	2. Signature & Title  John J. Barthelmes, Coordinator NH Office of Highway Safety
3. Federal Funds Obligated by this Agreement: \$249,270.39	

SCHEDULE A
GENERAL PROJECT INFORMATION

Description of Project

STATEMENT OF PROBLEM/NEED: At least 85,000 Americans die each year from alcohol-related causes, making alcohol-related problems the third-leading cause of death in the United States (Mokdad, et al., 2004). In New Hampshire, through the Last Drink Survey Grant Initiative, the Division of Liquor Enforcement and Licensing has collectively identified that approximately 40-50% of those surveyed, consumed their last drink at liquor licensed establishments. This number would suggest that the Division of Liquor Enforcement and Licensing look at proactive measures and opportunities to provide a greater level of service which is more advantageous, to the safety, health and well-being of the citizens of our state.

New Hampshire remains a very friendly state in terms of promoting and offering opportunities for small businesses. A portion of those business opportunities are related to the restaurant industry specifically those serving alcohol to patrons. Over the past several years, New Hampshire has seen an increase in the number of liquor licenses (est. 5,000) issued in the state while experiencing a decrease in staffing levels.

With the increased number of liquor licenses in the state (5,121), Investigators within the Division are at an increased need to have immediate remote, real time access to licensee records currently maintained within the Division of Liquor Enforcement and Licensing. This will further ensure appropriate action can be taken when addressing possible violations of an administrative rule or Revised Statute Annotated (RSA). Currently sworn members of the Division of Enforcement and Licensing have no remote access to the NH SPOTS terminal, increasing our need to utilize others services in obtaining this information. In addition, the Division has no mechanism in place to allow remote access to a liquor licensee file. Having this access would allow sworn members to have instantaneous access to information relative to a subject or subjects they encounter in the field as well as a liquor licensee's history of violations, type of violations, along with PIC Affidavits and relative paperwork.

In 2015, the Division of Liquor Enforcement investigated 494 total incidents with 352 total arrests. A majority of these arrests ranged from Drug Possession, Driving While Intoxicated, Unlawful Transportation of Alcohol by a Minor, Prohibited Sales, Unlawful Possession of Alcohol and Operating After Suspension. From January 1 to December 31, 2015, the Division of Liquor Enforcement conducted 4,195 premise checks at liquor licensed establishments throughout the state. Of those inspections, 110 Administrative Notices and 195 Verbal Warnings were issued for Liquor Law violations and/or Administrative Rule violations. As a direct result of these premise checks, 25 arrests were made within a licensed premise or within curtilage of a licensed premise. In 2015, the Division of Liquor Enforcement only received 17 documented DUI Referrals. In an effort to address issues associated with over-service and over-consumption of alcohol, all DUI Referrals received by the Division are reviewed and investigated. By remaining proactive, the Division of Liquor Enforcement is able to address violations from licensed premises and forge a strong allegiance with our law enforcement partners within the state as we strive to eliminate instances of over-service and impaired driving.

In 2014, the Division of Liquor Enforcement investigated 460 total incidents with 349 total arrests. From January 1 to December 31, 2014, the Division of Liquor Enforcement conducted 4,221 premise checks at liquor licensed establishments throughout the state. Of those inspections, 99 Administrative Notices and 152 Verbal Warnings were issued for Liquor Law violations and/or Administrative Rule violations. As a direct result of these premise checks, 53 arrests were made within a licensed premise or within curtilage of a licensed premise. In total for 2014, the Division of Liquor Enforcement issued 395 Administrative Notices and 615 Verbal Warnings to establishments licensed to sell alcohol. In 2014, the Division fielded approximately 18,000 telephone calls from licensees and/or liquor license applicants. The Division of Liquor Enforcement received

an additional 517 requests for liquor license applications throughout the state. The Division issued more Verbal Warnings in an effort to promote safety through education.

In 2014, the Division of Liquor Enforcement renewed its effort to combat instances of impaired driving. This was accomplished by developing a DUI Referral program that would allow local, county and state police to report DUI arrest, crash investigations and fatalities. A total of 59 DUI Referral investigations were handled by the Division. These referrals were major by nature often times DUI Fatalities that occurred within the state. A number of these investigations were forwarded to the Division at the time of incident (Request for assistance at the time of the reported fatality). Having immediate remote access to liquor licensee records via air card/tablets would greatly aid Investigators in the field to ensure appropriate action is taken.

In 2013: 412 total incidents were investigated with 327 total arrests. Due to an update with the Division RMS (Records Management System), further data was not available.

In 2012: 353 incidents were investigated with 378 total arrests. Due to an update with the Divisions RMS (Records Management System), further data was not available.

The Division of Liquor Enforcement and Licensing remains proactive in taking measures to investigate issues associated with over-service and over-consumption of alcohol at liquor licensed establishments throughout our state. The NHOHS is committed to addressing these issues to ensure the safety of our citizens and visitors alike.

Unfortunately at this time, the Division of Liquor Enforcement does not have remote access to licensee files/SPOTS, Records Management System/ L2K or associated licensee documentation that would allow for Investigators/Sergeants within the Division of Liquor Enforcement to take more appropriate/swift action especially for repeat violators posing a threat to public safety. This proposed project affords the Division of Liquor Enforcement with technology that is an industry standard throughout the NH law enforcement community. Where the Division of Liquor Enforcement has statewide jurisdiction with regard to police authority and is tasked with regulating liquor licensees, the proposed project is a benefit to our state.

The proposed tablet/air card proposal would make the Division of Liquor Enforcement and Licensing much more efficient and effective thereby being able to better serve our communities, community leaders, partners, businesses and local, county and state police agencies.

Currently sworn Investigators/Sergeants assigned to enforcement and administrative field duties have no remote access to vital and critical licensee records maintained within the NH Division of Liquor Enforcement and Licensing. Gaining access to these records requires sworn Investigators/Sergeants within the Division to physically travel to Enforcement HQ located in Concord, NH. Investigators and Sergeants not routinely assigned to HQ are required to travel to Concord (Those assigned within the Troop F area travel 2-2.5 hours one way) to view records management/licensee/documentation. By having to travel unnecessarily to Concord, the presence of Investigators/Sergeant's within their patrol territory is greatly diminished. The end result is not an effective means in providing prompt service to our customers, businesses, and our citizens.

Studies that show that up to 50 percent of people driving under the influence had their last drinks at licensed establishments are a strong indication the enforcement and prosecution of laws governing the consumption and distribution of alcohol should have a significant impact on the reduction of injuries and fatalities resulting from the consumption of alcohol (O'Donnell, 1985; Anglin, 1997; Gallup, 2000).

Like many states across the country, New Hampshire law prohibits sales and service of alcohol to obviously intoxicated people.

One national study that examined compliance rates found that 79 percent of alcohol establishments will serve alcohol to patrons who appear obviously intoxicated (Toomey, et al., 1999; Toomey, et al., 2004).

PROPOSED SOLUTION: The Division of Liquor Enforcement and Licensing proposes to purchase tablets and equipment that will allow the Division to have remote access to critical records that will be utilized to identify/target problem establishments that may be in violation of liquor laws (NH RSA Title XIII) and all associated Administrative Rules of the NH Liquor Commission. In addition, this proposed plan shall allow The Division of Liquor Enforcement the ability to compile Last Drink data, case referrals, and data relative to DUI arrests, DUI crashes and DUI fatalities in hopes of further investigating instances of over service by liquor licensed establishments and its employees which ultimately affects the safety of citizens of New Hampshire. The Division will be able to work more collaboratively with federal, state, county, and local law enforcement agencies, community partners, and business leaders as it relates to public safety associated with liquor licensed establishments. The proposed plan will allow sworn Investigators/Sergeants to have an increased presence in their assigned patrol territory. Part of this technological advancement will allow sworn members of the Division of Liquor Enforcement and Licensing to have immediate access to the NH SPOTS terminal which is something that, currently, there is no access to.

The Division of Liquor Enforcement and Licensing corrective plan includes:

- Purchase of Rhinotab Tablet platforms in compliance with Buy America Act
- IMC Mobile Access/SPOTS/NCIC User Access
- Mounting/Install of equipment into state issued cruisers

***See attached budget proposal.**

ANTICIPATED RESULTS: Technological-Tablet Initiative will:

- Identify and target problem establishments
- Provided valuable information about the relationships between type of licensee, DWI/DUI arrests, and average BAC levels.

Tablet initiatives will:

- Provide valuable information remotely to sworn members of the Division of Liquor Enforcement and Licensing in the performance of their duties.
- Address quality of life issues and risks to the citizens of New Hampshire by having an increased presence in their assigned patrol territories.
- Afford the citizens of New Hampshire a better understanding of the technology available to law enforcement to better combat DWI/DUI operators on our state roads and highways as well as technology available that enables Liquor Investigators to be more efficient and effective in the performance of their duties.
- Identify and target problem establishments.
- Allow greater ability in conducting DUI referral investigations, DUI crash investigations.

ADDITIONAL CONTRACT CONDITIONS: The recipient of these funds is encouraged to provide programs to encourage the use of safety belts by all drivers and passengers in motor vehicles (23 U.S.C. 1200.11 (a)(d)) and to adopt and enforce seat belt use policies for employees operating company-owned, rented, or personally-owned vehicles when performing official business.

See attached Addenda for additional information that is hereby made a part of this contractual agreement.

Budget		
Equipment Description	Cost Each	Total Cost
IMC Mobile (allows for 10 plus users simultaneously and includes 1 year maintenance)		\$21,100.00
Software Licenses (Word/Office/Excel/Outlook/AntiVirus, etc.) (\$1,200.00 x 25)	\$1,200.00	\$30,000.00
CPI-Open Fox Mobile Messenger "SPOTS" (\$251.40 per license x 25)	\$251.40	\$6,285.00
Patrol PC Rhinotab M1 Core I Intel Generation 5 Tablets (\$4,000.00 per Unit/25)	\$4,000.00	\$100,000.00
Rugged Backlight Key Boards (\$194.00 per unit/ 25 units)	\$194.00	\$4,850.00
Touchpad Keyboards (Black) (\$67.00 per unit/25 units)	\$67.00	\$1,675.00
Antenna Mounts (\$130.00 per unit/25 units)	\$130.00	\$3,250.00
2 D Law Enforcement Imaging Scanner (\$353.00 per Unit/25)	\$353.00	\$8,825.00
Windows 10 Pro License Key (\$209.00 per Unit/25)	\$209.00	\$5,225.00
Patrol PC USB 2.0 A/A Cable M/F	\$100.00	\$100.00
Patrol PC Pedestal Mount-Chevy Impala (\$540.00 per Unit/25)	\$540.00	\$13,500.00
Patrol PC On-Dash Mount-Ford Interceptor (\$522.00 per Unit/25)	\$522.00	\$13,050.00
Patrol PC RhM1 Desktop Docking Station (\$800.00 per Unit/26)	\$800.00	\$20,800.00
Table Top Tablet Stand (\$220.00 per Unit/26)	\$220.00	\$5,720.00
Removable 120 GB SSD Hard Drive for Rhino Tab (\$244.00 per unit/2)	\$244.00	\$488.00
120W A/C Power Adapter (\$75.00 per Unit/25)	\$75.00	\$1,875.00
Patrol PC: Tablet/Keyboard/Printer Mounts/Installation (\$345.00 installation per Unit/25 units)	\$345.00	\$8,625.00
Patrol PC Shipping		\$1,875.00
Total		247,243.00
Indirect Costs @ .82 percent = \$2,027.39		\$249,270.39

SCHEDULE A
GENERAL PROJECT INFORMATION

Description of Project

STATEMENT OF PROBLEM/NEED: At least 85,000 Americans die each year from alcohol-related causes, making alcohol-related problems the third-leading cause of death in the United States (Mokdad, et al., 2004). In New Hampshire, through the Last Drink Survey Grant Initiative, the Division of Liquor Enforcement and Licensing has collectively identified that approximately 40-50% of those surveyed, consumed their last drink at liquor licensed establishments. This number would suggest that the Division of Liquor Enforcement and Licensing look at proactive measures and opportunities to provide a greater level of service which is more advantageous, to the safety, health and well-being of the citizens of our state.

New Hampshire remains a very friendly state in terms of promoting and offering opportunities for small businesses. A portion of those business opportunities are related to the restaurant industry specifically those serving alcohol to patrons. Over the past several years, New Hampshire has seen an increase in the number of liquor licenses (est. 5,000) issued in the state while experiencing a decrease in staffing levels.

With the increased number of liquor licenses in the state (5,121), Investigators within the Division are at an increased need to have immediate remote, real time access to licensee records currently maintained within the Division of Liquor Enforcement and Licensing. This will further ensure appropriate action can be taken when addressing possible violations of an administrative rule or Revised Statute Annotated (RSA). Currently sworn members of the Division of Enforcement and Licensing have no remote access to the NH SPOTS terminal, increasing our need to utilize others services in obtaining this information. In addition, the Division has no mechanism in place to allow remote access to a liquor licensee file. Having this access would allow sworn members to have instantaneous access to information relative to a subject or subjects they encounter in the field as well as a liquor licensee's history of violations, type of violations, along with PIC Affidavits and relative paperwork.

In 2015, the Division of Liquor Enforcement investigated 494 total incidents with 352 total arrests. A majority of these arrests ranged from Drug Possession, Driving While Intoxicated, Unlawful Transportation of Alcohol by a Minor, Prohibited Sales, Unlawful Possession of Alcohol and Operating After Suspension. From January 1 to December 31, 2015, the Division of Liquor Enforcement conducted 4,195 premise checks at liquor licensed establishments throughout the state. Of those inspections, 110 Administrative Notices and 195 Verbal Warnings were issued for Liquor Law violations and/or Administrative Rule violations. As a direct result of these premise checks, 25 arrests were made within a licensed premise or within curtilage of a licensed premise. In 2015, the Division of Liquor Enforcement only received 17 documented DUI Referrals. In an effort to address issues associated with over-service and over-consumption of alcohol, all DUI Referrals received by the Division are reviewed and investigated. By remaining proactive, the Division of Liquor Enforcement is able to address violations from licensed premises and forge a strong allegiance with our law enforcement partners within the state as we strive to eliminate instances of over-service and impaired driving.

In 2014, the Division of Liquor Enforcement investigated 460 total incidents with 349 total arrests. From January 1 to December 31, 2014, the Division of Liquor Enforcement conducted 4,221 premise checks at liquor licensed establishments throughout the state. Of those inspections, 99 Administrative Notices and 152 Verbal Warnings were issued for Liquor Law violations and/or Administrative Rule violations. As a direct result of these premise checks, 53 arrests were made within a licensed premise or within curtilage of a licensed premise. In total for 2014, the Division of Liquor Enforcement issued 395 Administrative Notices and 615 Verbal Warnings to establishments licensed to sell alcohol. In 2014, the Division fielded approximately 18,000 telephone calls from licensees and/or liquor license applicants. The Division of Liquor Enforcement received

an additional 517 requests for liquor license applications throughout the state. The Division issued more Verbal Warnings in an effort to promote safety through education.

In 2014, the Division of Liquor Enforcement renewed its effort to combat instances of impaired driving. This was accomplished by developing a DUI Referral program that would allow local, county and state police to report DUI arrest, crash investigations and fatalities. A total of 59 DUI Referral investigations were handled by the Division. These referrals were major by nature often times DUI Fatalities that occurred within the state. A number of these investigations were forwarded to the Division at the time of incident (Request for assistance at the time of the reported fatality). Having immediate remote access to liquor licensee records via air card/tablets would greatly aid Investigators in the field to ensure appropriate action is taken.

In 2013: 412 total incidents were investigated with 327 total arrests. Due to an update with the Division RMS (Records Management System), further data was not available.

In 2012: 353 incidents were investigated with 378 total arrests. Due to an update with the Divisions RMS (Records Management System), further data was not available.

The Division of Liquor Enforcement and Licensing remains proactive in taking measures to investigate issues associated with over-service and over-consumption of alcohol at liquor licensed establishments throughout our state. The NHOHS is committed to addressing these issues to ensure the safety of our citizens and visitors alike.

Unfortunately at this time, the Division of Liquor Enforcement does not have remote access to licensee files/SPOTS, Records Management System/ L2K or associated licensee documentation that would allow for Investigators/Sergeants within the Division of Liquor Enforcement to take more appropriate/swift action especially for repeat violators posing a threat to public safety. This proposed project affords the Division of Liquor Enforcement with technology that is an industry standard throughout the NH law enforcement community. Where the Division of Liquor Enforcement has statewide jurisdiction with regard to police authority and is tasked with regulating liquor licensees, the proposed project is a benefit to our state.

The proposed tablet/air card proposal would make the Division of Liquor Enforcement and Licensing much more efficient and effective thereby being able to better serve our communities, community leaders, partners, businesses and local, county and state police agencies.

Currently sworn Investigators/Sergeants assigned to enforcement and administrative field duties have no remote access to vital and critical licensee records maintained within the NH Division of Liquor Enforcement and Licensing. Gaining access to these records requires sworn Investigators/Sergeants within the Division to physically travel to Enforcement HQ located in Concord, NH. Investigators and Sergeants not routinely assigned to HQ are required to travel to Concord (Those assigned within the Troop F area travel 2-2.5 hours one way) to view records management/licensee/documentation. By having to travel unnecessarily to Concord, the presence of Investigators/Sergeant's within their patrol territory is greatly diminished. The end result is not an effective means in providing prompt service to our customers, businesses, and our citizens.

Studies that show that up to 50 percent of people driving under the influence had their last drinks at licensed establishments are a strong indication the enforcement and prosecution of laws governing the consumption and distribution of alcohol should have a significant impact on the reduction of injuries and fatalities resulting from the consumption of alcohol (O'Donnell, 1985; Anglin, 1997; Gallup, 2000).

Like many states across the country, New Hampshire law prohibits sales and service of alcohol to obviously intoxicated people.

One national study that examined compliance rates found that 79 percent of alcohol establishments will serve alcohol to patrons who appear obviously intoxicated (Toomey, et al., 1999; Toomey, et al., 2004).

PROPOSED SOLUTION: The Division of Liquor Enforcement and Licensing proposes to purchase tablets and equipment that will allow the Division to have remote access to critical records that will be utilized to identify/target problem establishments that may be in violation of liquor laws (NH RSA Title XIII) and all associated Administrative Rules of the NH Liquor Commission. In addition, this proposed plan shall allow The Division of Liquor Enforcement the ability to compile Last Drink data, case referrals, and data relative to DUI arrests, DUI crashes and DUI fatalities in hopes of further investigating instances of over service by liquor licensed establishments and its employees which ultimately affects the safety of citizens of New Hampshire. The Division will be able to work more collaboratively with federal, state, county, and local law enforcement agencies, community partners, and business leaders as it relates to public safety associated with liquor licensed establishments. The proposed plan will allow sworn Investigators/Sergeants to have an increased presence in their assigned patrol territory. Part of this technological advancement will allow sworn members of the Division of Liquor Enforcement and Licensing to have immediate access to the NH SPOTS terminal which is something that, currently, there is no access to.

The Division of Liquor Enforcement and Licensing corrective plan includes:

- Purchase of Rhinotab Tablet platforms in compliance with Buy America Act
- IMC Mobile Access/SPOTS/NCIC User Access
- Mounting/Install of equipment into state issued cruisers

***See attached budget proposal.**

ANTICIPATED RESULTS: Technological-Tablet Initiative will:

- Identify and target problem establishments
- Provided valuable information about the relationships between type of licensee, DWI/DUI arrests, and average BAC levels.

Tablet initiatives will:

- Provide valuable information remotely to sworn members of the Division of Liquor Enforcement and Licensing in the performance of their duties.
- Address quality of life issues and risks to the citizens of New Hampshire by having an increased presence in their assigned patrol territories.
- Afford the citizens of New Hampshire a better understanding of the technology available to law enforcement to better combat DWI/DUI operators on our state roads and highways as well as technology available that enables Liquor Investigators to be more efficient and effective in the performance of their duties.
- Identify and target problem establishments.
- Allow greater ability in conducting DUI referral investigations, DUI crash investigations.

ADDITIONAL CONTRACT CONDITIONS: The recipient of these funds is encouraged to provide programs to encourage the use of safety belts by all drivers and passengers in motor vehicles (23 U.S.C. 1200.11 (a)(d)) and to adopt and enforce seat belt use policies for employees operating company-owned, rented, or personally-owned vehicles when performing official business.

See attached Addenda for additional information that is hereby made a part of this contractual agreement.

Budget		
Equipment Description	Cost Each	Total Cost
IMC Mobile (allows for 10 plus users simultaneously and includes 1 year maintenance)		\$21,100.00
Software Licenses (Word/Office/Excel/Outlook/AntiVirus, etc.) (\$1,200.00 x 25)	\$1,200.00	\$30,000.00
CPI-Open Fox Mobile Messenger "SPOTS" (\$251.40 per license x 25)	\$251.40	\$6,285.00
Patrol PC Rhinotab M1 Core I Intel Generation 5 Tablets (\$4,000.00 per Unit/25)	\$4,000.00	\$100,000.00
Rugged Backlight Key Boards (\$194.00 per unit/ 25 units)	\$194.00	\$4,850.00
Touchpad Keyboards (Black) (\$67.00 per unit/25 units)	\$67.00	\$1,675.00
Antenna Mounts (\$130.00 per unit/25 units)	\$130.00	\$3,250.00
2 D Law Enforcement Imaging Scanner (\$353.00 per Unit/25)	\$353.00	\$8,825.00
Windows 10 Pro License Key (\$209.00 per Unit/25)	\$209.00	\$5,225.00
Patrol PC USB 2.0 A/A Cable M/F	\$100.00	\$100.00
Patrol PC Pedestal Mount-Chevy Impala (\$540.00 per Unit/25)	\$540.00	\$13,500.00
Patrol PC On-Dash Mount-Ford Interceptor (\$522.00 per Unit/25)	\$522.00	\$13,050.00
Patrol PC RhM1 Desktop Docking Station (\$800.00 per Unit/26)	\$800.00	\$20,800.00
Table Top Tablet Stand (\$220.00 per Unit/26)	\$220.00	\$5,720.00
Removable 120 GB SSD Hard Drive for Rhino Tab (\$244.00 per unit/2)	\$244.00	\$488.00
120W A/C Power Adapter (\$75.00 per Unit/25)	\$75.00	\$1,875.00
Patrol PC: Tablet/Keyboard/Printer Mounts/Installation (\$345.00 installation per Unit/25 units)	\$345.00	\$8,625.00
Patrol PC Shipping		\$1,875.00
Total		247,243.00
Indirect Costs @ .82 percent = \$2,027.39		\$249,270.39

NH Highway Safety Agency
78 Regional Drive, Building #2
Concord, NH 03301-8530
Telephone 603-271-2131

ADDENDUM TO THE APPLICATION FOR HIGHWAY SAFETY PROJECT GRANT

PROJECT REPORTS: It is agreed that quarterly reports will be made to the NH Highway Safety Agency for one year summarizing the progress being made in implementing the project and identifying any problems being encountered. A final report will be made upon completion of the project. Monthly reports will be submitted within 20 days of the project termination date.

PROJECT TERMS: All purchases and expenditures under this project will be subject to audit procedures satisfactory to Federal regulations. It is understood that no monies provided under this project will be used for the replacement of any existing equipment which currently meets Federal Highway Safety Standards. If any existing equipment is sold or traded during the project period, in order to reduce the actual outlay of funds for equipment which is provided under this project, the proceeds will be applied in pro-rated amounts to the Federal and local shares of the costs of the project.

PROCUREMENT AND EQUIPMENT COST: State agencies receiving federal funds for the purchase of equipment are required to process orders through the Division of Plant and Property Management in accordance with state regulations. Items of equipment requiring testing and certification to verify their accuracy (i.e. breath testing devices and traffic control radar) must be selected from the State approved devices.

EQUIPMENT: Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the State; or the State, by formal agreement with appropriate officials of a political subdivision or State agency, shall cause such equipment to be used and kept in operation for highway safety purposes (23 CRF 1200.21).

PROJECT INVENTORY: An inventory of each item of equipment having a useful life of more than two years and a cost of five thousand dollars (\$5,000.00) or more will be provided to the NH Highway Safety Agency during the period in which it is in use. Before such equipment is disposed of, either by trade-in or write-off, authorization will be obtained from the Highway Safety Agency, acting as agent for the National Highway Traffic Safety Administration.

PROJECT CREDIT: All publications, public information or publicity released in conjunction with this project shall state that "this project is being supported in part through a grant from the NH Highway Safety Agency with federal funds provided by the National Highway Traffic Safety Administration, US Department of Transportation", or words to that effect.

AUDIT REPORTS: The grantee agrees to provide the NH Highway Safety Agency with a copy of the audit report including this project which was conducted under provisions of Circular A-133 - Audit of State and Local Governments and Non-Profit Organizations.

Certifications and Assurances

Section 402 Requirements (as amended by Pub. L. 112-141)

(a) The Governor is responsible for the administration of the State highway safety program through the NH Highway Safety Agency (NH RSA 238) which has adequate powers and is suitably equipped and organized (as evidenced by appropriate oversight procedures governing such areas as procurement, financial administration, and the use, management, and disposition of equipment) to carry out the program (23 USC 402(b) (1) (A)); (b) The political subdivisions of this State are authorized, under NH RSA 238:6, to carry out within their jurisdictions local highway safety programs which have been approved by the Governor and are in accordance with the uniform guidelines promulgated by the Secretary of Transportation (23 USC 402(b) (1) (B)); (c) At least 40 percent of all Federal funds apportioned to this State under 23 USC 402 for this fiscal year will be expended by or for the benefit of the political subdivision of the State in carrying out local highway safety programs in accordance with 23 USC 402(b) (1) (C), 402(h)(2), unless this requirement is waived in writing; (d) This State's highway safety program provides adequate and reasonable access for the safe and convenient movement of physically handicapped persons, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks throughout the state in accordance with 23 USC 402(b) (1) (D); (e) The State will implement activities in support of national highway safety goals to reduce motor vehicle related fatalities that also reflect the primary data-related crash factors within the State as identified by the State highway safety planning process, including: 1) National law enforcement mobilizations; 2) Sustained enforcement of statutes addressing impaired driving, occupant protection, and driving in excess of posted speed limits; 3) An annual statewide safety belt use survey in accordance with 23 CFR Part 1340 for the measurement of State safety belt use rates; 4) Development of statewide data systems to provide timely and effective data analysis to support allocation of highway safety resources. 5) Coordination of its highway safety plan, data collection, and information systems with the state strategic highway safety plan as defined in section 148 (a). (23 USC 402 (b) (1) (E)); (f) The State shall actively encourage all relevant law enforcement agencies in the State to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect. (23 USC 402 (j)). 6) The State will not expend Section 402 funds to carry out a program to purchase, operate, or maintain an automated traffic enforcement system. (23 U.S.C. 402(c)(4)).

Other Federal Requirements

(g) All NH Highway Safety Agency employee's time which is charged to federal funds utilize Section 402 funds. All Time and Attendance charges from federal sources come from that single cost objective which brings the State of New Hampshire into compliance with the applicable federal regulation as stated in 2 CFR 225, Appendix B, h(3). An additional certification will be provided by the NH Highway Safety Agency each year in April in order to meet the federal requirement for biennial certification. (h) Cash drawdowns will be initiated only when actually needed for disbursement (49 CFR 18.20); cash disbursements and balances will be reported in a timely manner as required by NHTSA (49 CFR 18.21); the same standards of timing and amount, including the reporting of cash disbursement and balances, will be imposed upon any secondary recipient organizations (49 CFR 18.41); failure to adhere to these provisions may result in the termination of drawdown privileges. (i) The State has submitted appropriate documentation for review to the single point of contact designated by the Governor to review Federal programs, as required by Executive Order 12372 (Intergovernmental Review of Federal Programs); (j) Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the State; or the State, by formal agreement with appropriate officials of a political subdivision or State agency, shall cause such equipment to be used and kept in operation for highway safety purposes (23 CFR 1200.21). (k) The State will comply with all applicable State procurement procedures and will maintain a financial management system that complies with the minimum requirements of 49 CFR 18.20; (l) The State's highway safety program has been specifically exempted from the provisions of Circular A-95 by the Governor of the State of New Hampshire. (m) Federal Funding Accountability and Transparency Act (FFATA). The State will comply with FFATA guidance, OMB Guidance on FFATA Subaward and Executive Compensation Reporting, August 27, 2010, (https://www.fsrs.gov/documents/OMB_Guidance_on_FFATA_Subaward_and_Executive_Compensation_Reporting_08272010.pdf) by reporting to FSRS.gov for each sub-grant awarded. 1) Name of the entity receiving the award; 2) Amount of the award; 3) Information on the award including transaction type, funding agency, the North American Industry Classification System code or Catalog of Federal Domestic Assistance number (where applicable), program source; 4) Location of the entity receiving the award and the primary location of performance under the award, including the city, State, congressional district, and country, and an award title descriptive of the purpose of each funding action; 5) A unique identifier (DUNS); 6) The names and total compensation of the five most highly compensated officers of the entity if, of the entity receiving the award and of the parent entity of the recipient, should the entity be owned by another entity; (i) The entity in the preceding fiscal year received—(I) 80 percent or more of its annual gross revenues in Federal awards; and (II) \$25,000,000 or more in annual gross revenues from Federal awards; and ii) The public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986; 7) Other relevant information specified by the Office of Management and Budget in subsequent guidance or regulation. (n) The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794) and the Americans with Disabilities Act of 1990 (42 USC § 12101, *et seq.*; PL 101-336), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970(P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse of alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 *et seq.*), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; The Civil Rights Restoration Act of 1987, which provides that any portion of a state or local entity receiving federal funds will obligate all programs or activities of that entity to comply with these civil rights laws; (k) the requirements of any other nondiscrimination statute(s) which may apply to the application; and (l) the Civil Right Restoration Act of 1987 (Pub.L. 100-259) which requires Federal-aid recipients and all sub recipients to prevent discrimination and ensure non-discrimination in all programs and activities.

The Drug-Free Workplace Act of 1988(41 U.S.C. 8103)

In accordance with the Drug-Free Workplace Act of 1988 (41 U.S.C. 702) and former Governor Judd Gregg's Executive Order No. 89-6, the State will provide a drug-free workplace by: a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition; b. Establishing a drug-free awareness program to inform employees about: 1) The dangers of drug abuse in the workplace; 2) The grantee's policy of maintaining a drug-free workplace; 3) Any available drug counseling, rehabilitation, and employee assistance programs; and 4) The penalties that may be imposed upon employees for drug violations occurring in the workplace. c. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a). d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will: 1) Abide by the terms of the statement; and 2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. e. Notifying the agency within ten days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. f. Taking one of the following actions, within 30 days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted: 1) Taking appropriate personnel action against such an employee, up to and including termination; or 2) Requiring such employee to participate

satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency. g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f) above.

Buy America Act

The subgrantee will comply with the provisions of the Buy America Act (49 U.S.C. 5323(j)) which contains the following requirements: Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of a satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

Political Activity (Hatch Act)

The subgrantee will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

Certification Regarding Federal Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that: 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. 3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Restriction on State Lobbying

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

Certification Regarding Debarment and Suspension

In accordance with the provision of 49 CFR Part 29, the State agrees that it shall not knowingly enter into any agreement under its Highway Safety Plan with a person or entity that is barred, suspended, declared ineligible, or voluntarily excluded from participation in the Section 402 program, unless otherwise authorized by NHTSA. The State further agrees that it will include a clause in all lower tier covered transactions and in solicitations for lower tier covered transactions.

Instructions for Primary Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below. 2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default. 4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. 5. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and coverage sections of 49 CFR Part 29. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations. 6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction. 7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. 8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs. 9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. 10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief, that its principals: a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency; b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property; c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and d) have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default. 2. Where the prospective primary participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below. 2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment. 3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. 4. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations. 5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated. 6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (See below) 7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs. 8. Nothing contained in

the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. 9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. 2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Policy to Ban Text Messaging While Driving

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to: 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted driving including policies to ban text messaging while driving: a) Company-owned or -rented vehicles, or Government-owned, leased or rented vehicles; or b) Privately-owned when on official Government business or when performing any work on behalf of the Government. 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as: a) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and b) Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

Environmental Impact

The Governor's Representative for Highway Safety has reviewed the State's Fiscal Year highway safety planning document and hereby declares that no significant environmental impact will result from implementing this Highway Safety Plan. If, under a future revision, this Plan will be modified in such a manner that a project would be instituted that could affect environmental quality to the extent that a review and statement would be necessary, this office is prepared to take the action necessary to comply with the National Environmental Policy Act of 1969 (42 USC 4321 et seq.) and the implementing regulations of the Council on Environmental Quality (40 CFR Parts 1500-1517).

Policy on Seat Belt Use

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information on how to implement such a program, or statistics on the potential benefits and cost-savings to your company or organization, please visit the Buckle Up America section on NHTSA's website at www.nhtsa.dot.gov. Additional resources are available from the Network of Employers for Traffic Safety (NETS), a public-private partnership headquartered in the Washington, DC, metropolitan area, and dedicated to improving the traffic safety practices of employers and employees. NETS is prepared to provide technical assistance, a simple, user-friendly program kit, and an award for achieving the President's goal of 90 percent seat belt use. NETS can be contacted at 1 (888) 221-0045 or visit its website at www.trafficsafety.org.

HS-4(a) (3/28/13)

NH Highway Safety Agency
78 Regional Drive, Building #2
Concord, NH 03301-8530
Telephone 603-271-2131

**ADDENDUM TO THE APPLICATION
FOR HIGHWAY SAFETY PROJECT GRANT**

FEDERAL REGULATIONS

2 CFR Part 25 (formerly Circular A-87). This provides principles for determining the allowable costs of programs administered by State, local and federally-recognized Indian tribal governments under grants from and contracts with the Federal Government. They are designed to provide the basis for a uniform approach to the problem of determining costs and to promote efficiency and better relationships between grantees and the Federal Government. The principles are for determining costs only and are not intended to identify the circumstances nor to dictate the extent of Federal and State or local participation in the financing of a particular project. They are designed to provide that federally-assisted programs bear their fair share of costs recognized under these principles except where restricted and prohibited by law.

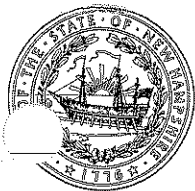
COMMON RULE (49 CFR Part 18) (Effective October 1988) This rule establishes the Uniform Administrative Requirements for Grants and Cooperative Agreements and Sub-awards to state and local governments and Indian tribal governments. Administrative rules set forth include:

18.10	Forms for Applying for Grants	18.32	Equipment
18.11	State Plans	18.33	Supplies
18.20	Standards for Financial Management Systems	18.34	Copyrights
18.21	Payment	18.35	Sub-awards to Debarred and Suspended Parties
18.22	Allowable Costs	18.36	Procurement
18.23	Period of Availability of Funds	18.37	Subgrants
18.24	Matching or Cost Sharing	18.40	Monitoring and Reporting Program Performance
18.25	Program Income	18.41	Financial Reporting
18.26	Non-Federal Audits	18.42	Retention and Access Requirements for Records
18.30	Changes	18.50	Closeout
18.31	Real Property		

CIRCULAR A-133 (June 1997). This Circular establishes audit requirements for State and local governments that receive Federal aid, and defines Federal responsibilities for implementing and monitoring those requirements.

Further information concerning these Circulars may be obtained by contacting the Financial Management Branch, Budget Review Division, Office of Management & Budget, Washington, DC 20503. Telephone 202-395-4773.

FEDERAL FUNDING ACCOUNTABILITY & TRANSPARENCY ACT. *Data Universal Numbering System (DUNS) Numbers Requirement.* As the recipient of federal highway safety funds, the applicant agency must have a DUNS number. This is a unique nine-character number that identifies the applicant agency and is used by the federal government to track how federal funds are distributed. If the applicant agency is authorized to make sub-awards under this contract, it must: 1) notify potential sub-recipients that no entity may receive a sub-award unless that entity has provided the applicant agency with its DUNS number; and 2) the applicant agency may not make a sub-award to an entity unless the entity has provided its DUNS number to the applicant agency.
(<http://fedgov.dnb.com/webform>)



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF FAMILY ASSISTANCE

FIS 16 087

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9474 1-800-852-3345 Ext. 9474
FAX: 603-271-4637 TDD Access: 1-800-735-2964

Jeffrey A. Meyers
Commissioner

Terry R. Smith
Director

May 9, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of RSA 14:30-a, VI, Additional Revenues, authorize the Department of Health and Human Services, Division of Family Assistance to accept and expend federal funds in the amount of \$8,298,168 from the Temporary Assistance To Needy Families (TANF) program, effective July 1, 2016 through December 31, 2016 and further authorize the funds to be allocated as follows.

05-95-45-45xxxx-xxxx HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
DIVISION OF FAMILY ASSISTANCE, GATEWAY TO WORK

Class/Object	Class Title	SFY2017 Current Modified Budget	Increase (Decrease) Amount	SFY2017 Revised Modified Amount
000-403719	Federal Funds-TANF	\$0	\$5,200,939	\$5,200,939
000-000000	General Funds	\$0	\$0	\$0
Total Revenue		\$0	\$5,200,939	\$5,200,939
010-500100	Personnel Services-Permanent	\$0	\$74,003	\$74,003
020-500252	Current Expense	\$0	\$54,025	\$54,025
041-500801	Audit Fund Set Aside	\$0	\$520	\$520
049-584927	Transfers To Other Agencies	\$0	\$1,115,430	\$1,115,430
060-500601	Benefits	\$0	\$40,212	\$40,212
070-500704	In-State Travel Reimbursement	\$0	\$5,000	\$5,000
102-500731	Contracts for Program Services	\$0	\$3,081,000	\$3,081,000
502-500891	Payments To Providers		\$830,749	\$830,749
	Sub Total Expenses	\$0	\$5,200,939	\$5,200,939

05-95-42-421110-2977 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
 DIVISION OF CHILDREN, YOUTH & FAMILIES, CHILD DEVELOPMENT, CHILD DEVELOPMENT
 PROGRAM

Class/Object	Class Title	SFY2017 Current Modified Budget	Increase (Decrease) Amount	SFY2017 Revised Modified Amount
000-400146	Federal Funds	\$19,654,133	\$1,722,092	\$21,376,225
000-000000	General Funds	\$10,858,301	\$0	\$10,858,301
	Total Revenue	\$30,512,434	\$1,722,092	\$32,234,526
041-500801	Audit Fund Set Aside	\$17,853	\$172	\$18,025
536-500377	Employment Related Child Care	\$29,460,570	\$1,721,920	\$31,182,490
564-500916	Protection & Prevention Childcare	\$1,034,011	\$0	\$1,034,011
	Sub Total Expenses	\$30,512,434	\$1,722,092	\$32,234,526

05-95-45-450010-6127 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
 TRANSITIONAL ASSISTANCE, DIV OF FAMILY ASSISTANCE, EMPLOYMENT SUPPORT

Class/Object	Class Title	SFY2017 Current Modified Budget	Increase (Decrease) Amount	SFY2017 Revised Modified Amount
000-400146	Federal Funds	\$7,472,922	\$1,250,125	\$8,723,047
000-000000	General Funds	\$3,949,928	\$0	\$3,949,928
	Total Revenue	\$11,422,850	\$1,250,125	\$12,672,975
010-500100	Personal Services-Perm. Classi	\$1,439,504		\$1,439,504
012-500128	Personal Services-Unclassified	\$164,130		\$164,130
020-500252	Current Expenses	\$45,114		\$45,114
039-500188	Telecommunications	\$10,981		\$10,981
041-500801	Audit Fund Set Aside	\$8,861	\$125	\$8,986
042-500620	Additional Fringe Benefits	\$81,759		\$81,759
050-500109	Personal Service-Temp/Appointed	\$143,872		\$143,872
060-500601	Benefits	\$891,790		\$891,790
070-500704	In-State Travel Reimbursement	\$27,214		\$27,214
102-500731	Contracts for program services	\$6,624,625	\$1,250,000	\$7,874,625
501-500425	Payments To Clients	\$600,000		\$600,000
502-500891	Payments To Providers	\$1,385,000		\$1,385,000
	TOTAL	\$11,422,850	\$1,250,125	\$12,672,975

05-95-45-450010-6146 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
 TRANSITIONAL ASSISTANCE, DIV OF FAMILY ASSISTANCE, TEMP ASSISTNC TO NEEDY
 FAMILIES

Class/Object	Class Title	SFY2017 Current Modified Budget	Increase (Decrease) Amount	SFY2017 Revised Modified Amount
000-400146	Federal Funds	\$10,891,030	\$125,013	\$11,016,043
009-407095	Other Funds	\$2,800,000	\$0	\$2,800,000
000-000000	General Funds	\$8,874,063	\$0	\$8,874,063
	Total Revenue	\$22,565,093	\$125,013	\$22,690,106
041-500801	Audit Fund Set Aside	\$12,357	\$13	\$12,370
501-500425	Payments to Clients	\$19,037,736	\$0	\$19,037,736
502-500891	Payments to Providers	\$2,765,000	\$125,000	\$2,890,000
538-500380	Emergency Assistance	\$750,000	\$0	\$750,000
	Sub Total Expenses	\$22,565,093	\$125,013	\$22,690,106
	TOTALS		\$8,298,168	

EXPLANATION

The Department of Health and Human Services manages the Temporary Assistance to Needy Families (TANF) program, which is funded annually by approximately \$38 million of federal TANF block grant funds and approximately \$32 million from state general funds. In order to receive the federal funds, the State must invest \$32 million annually as maintenance of effort (MOE). The current SFY16-17 budget appropriated the minimum level of general funds necessary to reach the required MOE and retain the federal funds in order to avoid any penalties. Any reduction in general funds puts the entire federal funds at risk.

The primary use of the general and federal funds is to provide cash assistance to TANF eligible clients. Over the last 7 years caseloads have declined, and has resulted in a surplus of federal TANF funds.

6/30/2010	14,090
6/30/2011	13,735
6/30/2012	11,060
6/30/2013	8,538
6/30/2014	7,479
6/30/2015	6,582
3/31/2016	5,657

This request seeks authority to accept and expend \$8,298,168 million of this TANF surplus to pilot new services and initiatives under a new program called "Gateway to Work" for the six month period ending December 31, 2016. A six month funding period is being requested for the program to demonstrate its value.

Under the Federal TANF regulations, states are able to define services that meet one of the TANF program goals:

1. To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives,
2. To end dependence of needy parents on governmental programs by promoting job preparation, work and marriage,
3. To prevent and reduce the incidence of out of wedlock pregnancies; and
4. To encourage the formation and maintenance of two parent families

Our federal partners in Boston and Washington, D.C., have been involved in providing guidance for the creation of the Gateway to Work program. Official approval is still needed through the submission of a TANF State Plan Amendment.

Gateway to Work Background:

As New Hampshire and the nation continue to shift toward a world economy, New Hampshire employers are striving to compete in world markets. New Hampshire's unemployment rate is now below 3%, leaving employers to struggle to find workers whose skills have kept pace with employer needs especially in the areas of healthcare, advanced manufacturing, and information technology. Despite the low unemployment rate, many TANF and New Hampshire Health Protection Program recipients live in poverty because they lack the skills for, or face barriers to, successful sustainable employment in good paying jobs needed in today's economy.

Gateway to Work has been designed to address those barriers, which include education and managing employer/employee relationships, transportation, childcare and landlord/renter relationships. Skill-building begins with early child development, and low-income children have difficulty accessing quality early learning—and even safe—child care situations. This program has the potential to impact two generations of low-income citizens (our workers and their children) simultaneously.

Gateway to Work is a collaborative effort involving DHHS, the New Hampshire Department of Education, the Community College System of New Hampshire, the New Hampshire Department of Corrections, and New Hampshire Employment Security, with additional cooperation from the New Hampshire Charitable Foundation, Community Action Agencies, and others. DHHS will provide federal TANF funding, participant recruitment, program oversight, reporting, and evaluation coordination. New Hampshire Employment Security, under a Memorandum of Agreement (MOA) with DHHS, will serve as the front door for eligibility, case management for job ready individuals, and data storage. The Department of Education under an MOA with DHHS will provide expanded employment education in after school programs as well as subsidized summer employment for youth. The Community College System of New Hampshire, funded under an MOA with DHHS, has developed training and apprenticeship programs to meet the needs of employers, especially those categorized as high labor need.

Eligibility:

Individuals eligible for the work program will include individuals who are under 200% of the federal poverty level, which includes all New Hampshire Health Protection Program enrollees.

- Adults aged 18 through 64 with children under age 18 in the household
- Non-custodial parents age 18 through 64 with children under age 18 outside the household
- Childless adults aged 18 through 24.
- Childless adults aged 25 and older

Program Phases:

Gateway to Work is comprised of five interdependent, sequential phases.

1) Recruitment. New Hampshire Health Protection enrollees and others on state assistance shall be the focus of mailings and other outreach efforts.

2) Eligibility. Clients must verify income, citizenship and other eligibility criteria.

3) Assessments. Using nationally recognized assessment tools, eligible individuals shall undergo both vocational and job readiness assessments. Vocational assessments shall include educational needs, vocational interest, personal values, and aptitude. Job readiness screening shall determine barriers such as domestic violence, child care, transportation, and so on.

4) Initial Career Counseling. At this stage, the assessments shall be scored and the individual shall be determined as "High Need" or "Job Ready." The vocational assessment will be interpreted and work on identifying the individual's career plan using career clusters. If the career pathway includes high need labor fields, specialized case management shall occur to place the client on a skill-building path related to healthcare, advanced manufacturing, or information technology (with a specific focus on networking). Training, education, and/or experience needs shall be identified and connections to appropriate service providers shall be made with an emphasis placed on their credentials. Job Ready individuals shall be retained by New Hampshire Employment Security. Individuals assessed as having barriers to employment shall be referred to appropriate community based service providers, who are most appropriate to meet that individual's needs and who have been selected (through an RFP process) to case manage those individuals for Gateway to Work.

5) Continued Case Management. In this stage, the participant receives limited funding for employment related needs, such as uniforms and mileage reimbursement, as well as referrals for barrier removal services. The client is moved into immediate employment. Case Management remains available for 12 months for Job Ready participants, and 24 months for High Need. Case management shall include on-the-job training and subsidized employment as incentives that bond workers with employers. The Community College System of NH has developed strong ties to high labor need employers, along with tailored training and apprenticeship programs to meet the needs of those employers. To measure program efficacy, all case managers shall provide monthly reports on demographics, activities and progress on forms to DHHS, Division of Family Assistance. Client long term progress shall be tracked using New Hampshire Employment Security data for job retention and earnings gain.

Program Services:

In addition to the above elements, other supportive services are crucial to the success of Gateway to Work. These include:

1) Transportation. In TANF, 52% of work ready individuals experience transportation as a barrier to employment. This is due in no small part to the essentially rural nature of our state, where public transportation from where potential employees live to where good paying jobs are available may not be available. To resolve this impediment, Gateway to Work is making \$1.2 million available to create a transportation on demand solution during the term of this proposal. This element of Gateway to Work is in the design phase.

2) Child Care. Data indicates that, for several reasons, child care remains a barrier for approximately 35% of TANF recipients. First, even clients who receive the Child Care subsidy must pay an average \$75 out of pocket, leaving little money from the TANF grant left to pay extra child care costs. Second, availability of a child care slot, especially for infant/toddler care, can be problematic; many clients have reported being offered a job but having to refuse it because no child care slot was available in time to begin the employment. The Gateway to Work solution is two-fold: 1) Gateway To Work will transfer additional TANF dollars to the Child Care Bureau to ease the copayment issue on clients, and 2) Gateway To Work supports child care centers being developed in five of the State's most populated areas. These centers will offer temporary child care solutions so parents won't have to decline jobs, and will assist the client in finding a long-term child care solution.

3) Housing. Data shows that, on average, housing is a barrier to employment for 23% of TANF recipients. To help resolve this, each Gateway to Work participant will be eligible for a one-time assistance payment of \$1,000 in order to help a) avoid eviction, b) avoid utility shutoff, and/or c) move from a location where no jobs exist in the client's career field, to an area where those jobs do exist.

4) Women Inmates. The Department of Corrections, Shea Farm transition program averages 30 residents at any point in time. Gateway to Work will provide services to this population beginning six months prior to release, with a special emphasis on criminal background as a barrier to employment.

5) Home Visiting. Home visiting services provided through the DHHS Division of Public Health already exist to provide counseling for the health and well-being of low income parents. Gateway to Work will expand funding for these services, and add home visits to the 228 TANF parents who are exempt from work programs for a year due to having a child under age one. With a TANF grant that is barely 40% of poverty, these young families need to be offered other options than remaining at home for a year. These options are being designed.

6) Youth. Gateway to Work will expand funding for after school career counseling and summer employment activities.

Metrics:

Gateway to Work will be using the Workforce Investment and Opportunity Act (WIOA) common performance measures as identified at Title IV [Sec. 116(b)(2)(A)(i)(I-IV)] as one set of outcome measures. We are also asking Gateway to Work partners for data/tracking to be identified on the Client Monthly Reporting Form to measure client outcomes and additional data/tracking to be reported on the Agency Specific Reporting Form to measure agency outcomes. MOAs and Request For Proposals (RFP's) for private contractors require that additional data be identified; requirements were written into those documents to allow for flexibility to change the required data elements on these forms in order to accommodate continuous process improvement. Participants will be tracked for degree of participation, progress with barriers, entry into employment, job retention and earnings gain.

Staffing:

Gateway to Work requires new functional assignments. Three DHHS staff will be required to manage the program, collect and approve invoicing for payment, approve client expenses for payment, collect reports and input into a data base, measure program outcomes, conduct case audits and more. NHES will be requesting 5 full-time staff to do eligibility, assessments, and career planning across the state, in addition to case managing job ready individuals. CCSNH will be seeking two staff to determine employer needs, develop training plans to fill those needs, and manage the individuals and employers who have been paired with training and apprenticeships.

Funding:

Estimated costs for the first six months of SFY17 for Gateway to Work are shown on the following summary.

Activity/Explanation	2017 First Six Months			
	Clients	Cost Per	Total 6	SSBG 35% 42%
NHES Front Door: Eligibility; case management; referrals; tracking				
NHES Staffing			\$308,073	\$129,390
Travel			\$10,867	\$4,584
Resource Center Assistance			\$17,551	\$7,371
Program Specialist I			\$98,928	\$41,550
NHES Administrative Cost			\$30,000	\$12,600
Share of Manager and Clk Interviewer Costs			\$3,787	\$1,590
Postage			\$2,025	\$851
Bonds			\$4,900	\$2,058
800#			\$1,800	\$756
NHES Testing: Math & Reading			\$25,000	\$10,500
Case Management				
Case Management High Need clients	185	\$2,400	\$222,000	\$93,240
Case Management Shea Farm Clients			\$75,000	\$31,500
Employment Training Supports (ETS)				
Job ready clients	438	\$1,000	\$219,000	\$91,980
High Need clients	185	\$2,000	\$185,000	\$77,700
Shea Farm Upon release become hi-need for 2 years. Yr 1 61; Yr 2 122	61	\$1,000	\$30,500	\$10,675
Subsidized Employment				
Job ready clients: Take up rates: 20% Yr 1; 30% Yr 2	88	\$1,000	\$43,800	\$18,396
High Need clients: Take up rates: 30% Yr 1; 40% Yr 2	56	\$1,000	\$27,750	\$11,655
Shea Farm: Take up rate 10%.	6	\$1,000	\$3,000	\$1,050
On-The-Job Training (OJT)				
Job ready clients: Take up rates: 20% Yr 1; 30% Yr 2	88	\$3,600	\$157,680	\$66,228
High Need clients: Take up rates: 20% Yr 1; 30% Yr 2	37	\$6,920	\$128,020	\$53,768
Shea Farm: Take up rate 30%.	20	\$3,600	\$36,000	\$12,600
CCSNH Training Coordinators: Two positions			\$75,000	\$0
Customized short-term training (300 clients @ \$2,500)	300	\$2,500	\$375,000	\$0
Apprenticeships (100 clients @ \$6,000)	100	\$6,000	\$300,000	\$0
Work Ready sites (1,286 clients @ \$500)	1,286	\$500	\$321,500	\$0
DOE Youth after school and subsidized employment			\$612,500	\$0
Housing Clients: 623 year 1; 1,013 Year 2-20% take up rate	125	\$1,000	\$62,500	\$26,250
Transportation subsidy			\$1,100,000	\$462,000
SNHS Child Care: SNHS Amendment			\$1,250,000	\$0
DCYF Child Care: Reduce client cost-share & copayments			\$1,721,920	\$0
DPHS Home Visiting; emphasize outreach to exempt TANF moms child under 1			\$125,000	\$0
DFA Evaluation Design & Annual Performance			\$550,000	
DFA Recruitment Posters; mailings; brochures			\$50,000	\$21,000
DFA Positions: Supervisor, Business Systems Analyst, & Program Specialist			\$123,240	\$51,761
DFA Audit Set Aside			\$830	\$124
Totals			\$8,298,168	\$1,241,155

The funds are to be budgeted as follows:

05-95-45-45xxxx-xxxx: Gateway to Work

- 010 Personnel Services-Permanent: Three DHHS positions to manage the program. The Department Will utilize current vacant positions and not be asking for new positions.
- 020 Current Expense: Recruitment Posters; mailings; brochures.
- 041 Audit Fund Set Aside: State mandated audit set aside of federal funds
- 049 Transfers To Other Agencies: \$477,930 to Department of Employment Security to manage the intake process, \$25,000 for testing and \$612,500 to Department of Education to manage youth after school and subsidized employment programs.
- 060 Benefits for three positions
- 070 Travel for two staff
- 102 Contracts for Program Services: Independent case manager \$259,500, Community College System of NH for training programs \$1,071,500, annual independent evaluation \$550,000 and \$1,162,500 for transportation and housing assistance.
- 502 Employment Training Supports (ETS) \$434,500, Subsidized Employment \$74,550, On-The-Job Training (OJT) \$321,700.

05-95-42-421110-2977: Division for Children, Youth, and Families

- 041 Audit Fund Set Aside: State mandated audit set aside of federal funds
- 536- Employment Related Child Care reduction of cost-sharing and copayments for clients

05-95-45-450010-6127: Division of Family Assistance, Employment Support

- 041 Audit Fund Set Aside: State mandated audit set aside of federal funds
- 102 Investment in child care network

05-95-45-450010-6146 Division of Family Assistance, Temporary Assistance To Needy Families

- 041 Audit Fund Set Aside: State mandated audit set aside of federal funds
- 502 Contract for Program Services: \$125,000 for home visiting services

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: These funds may not be used to offset General Funds. General funds are required to meet the annual maintenance of effort for the TANF program.

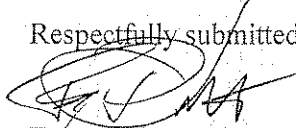
These funds will not change the program eligibility levels, but they do create new support services to encourage and assist clients in finding long term employment.

Area served: statewide

Source of funds: These funds are 100% Federal from the Temporary Assistance to Needy Families program.

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

Respectfully submitted,


Terry Smith, Director

Approved by:

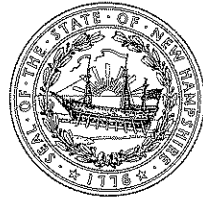

Jeffery A. Meyers, Commissioner

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

FIS 16 090

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

May 24, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Her Excellency Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Justice to budget and expend prior year carry forward funds in the amount of \$59,313,582 from the MtBE settlement funds for the remediation of MtBE contamination in groundwater and drinking water effective upon approval from the Fiscal Committee and the Governor and Executive Council through June 30, 2017. 100% Other Funds (MTBE Settlements).

Funds are to be budgeted in account #02-20-20-200010-3343, Department of Justice MtBE Settlements as follows:

<u>Class/Expense</u>	<u>Class Title</u>	<u>Current SFY16 Budget</u>	<u>Increase Amount</u>	<u>Revised SFY16 Budget</u>
073-500582	Grants to Other State Agencies	\$19,448,329	\$59,313,582	\$78,761,910
<u>Source of Funds</u>				
009-407129	Other Income	\$19,448,329	\$59,313,582	\$78,761,910

2. Contingent upon approval of requested action number one, authorize the Department of Justice to **retroactively** amend a Memorandum of Understanding between the Department of Justice (DOJ) and Department of Environmental Services (DES), approved by the Governor and Executive Council on December 4, 2013, Item #22 by extending end date from June 30, 2015 to June 30, 2021 and by increasing the grant to DES by \$59,313,582 from \$22,316,660 to \$81,630,242.

EXPLANATION

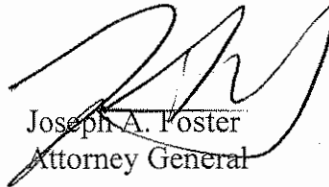
1. In 2003, the Department of Justice (DOJ) sued gasoline manufacturers and marketers seeking damages for the statewide problem of MtBE contamination of groundwater and drinking water. DOJ entered into settlement agreements with a number of the manufacturers and marketers, which resulted in the State receiving \$81,630,242 for MtBE remediation. The Department of Environmental Services (DES) and the DOJ entered into an MOU in which DES would utilize an estimated \$22,316,660 to begin implementation of an MtBE corrective action plan for cleanup of the contamination of groundwater and drinking water. This request is to budget and expend the remaining \$59,318,582 to continue with MtBE remediation plan.

2. This request is retroactive because there was an extensive start-up period for the implementation of the corrective plan when DES did not have a significant outlay of the already-encumbered funds. The programs are up and running and major expenses are being incurred by DES, and will be incurred for an estimated five additional years. The amendment to the MOU will allow DES to receive the remaining settlement funds and expend them in accordance with the corrective action plan.

In the event these funds should no longer become available, general funds will not be requested in support of this request.

Please let me know if you have any questions regarding this request. Your consideration is greatly appreciated.

Respectfully submitted,


Joseph A. Foster
Attorney General

#1425165

MEMORANDUM OF UNDERSTANDING
between
New Hampshire Department of Justice
and
New Hampshire Department of Environmental Services
relative to
the expenditure of MtBE Settlement Funds

AMENDMENT No. 1

This Agreement, hereinafter called the "Amendment," is by and between the Department of Justice (DOJ) and the Department of Environmental Services (DES).

WHEREAS, pursuant to a Memorandum of Understanding (MOU) approved by Governor and Council on December 4, 2013 (Item #22) DOJ and DES agreed to perform certain services upon the terms and conditions specified in the MOU and in consideration of reimbursement by DOJ of certain sums as specified therein; and

WHEREAS, the DOJ and DES have agreed to amend the MOU in certain respects;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the MOU and set forth herein, the parties hereto do hereby agree as follows:

1. Amendment and Modification of MOU: The MOU is hereby amended as follows:

(A) Delete existing paragraph D and replace it with:

D. Payment

DOJ will reimburse DES, at a minimum, on a quarterly basis for expenditures incurred.

DOJ and DES shall jointly determine the amount of funds that will be necessary to support the MTBE remediation program. DOJ may transfer funds to DES to support the MTBE remediation program; however, payments in total shall not exceed \$81,630,242.00.

(B) Add the following new section F:

F. Termination

This MOU will terminate upon full disbursement of the MtBE Settlement Funds by DES.

2. Effective Date of Amendment: This Amendment shall take effect upon the date of approval of this Amendment by the Governor and Executive Council of the State of New Hampshire.

3. Continuance of Agreement: Except as specifically amended and modified by the terms

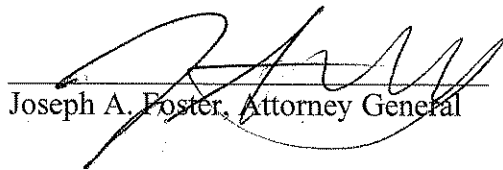
and conditions of this Amendment, the MOU, and the obligations of the parties there under, shall remain in full force and effect in accordance with the terms and conditions set forth therein.

For the Department of Environmental Services:


Thomas S. Burack, Commissioner

5/12/2016
Date

For the Department of Justice:


Joseph A. Foster, Attorney General

5/18/2016
Date

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

22
FIS 13 257 *Beard*

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL

ANN M. RICE
DEPUTY ATTORNEY GENERAL



October 29, 2013

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

M. Rice 11/22/13
Approved by Fiscal Committee Date

Her Excellency Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Justice to budget and expend prior year carry forward funds in the amount of \$22,316,661 from the MtBE settlement funds for the remediation of MtBE contamination in groundwater and drinking water effective with the approvals of the Fiscal Committee and Governor and Council through June 30, 2015. 100% Other Funds (MTBE Settlements).

These funds are to be budgeted in account #02-20-20-200010-3343, Department of Justice, MtBE Settlements as follows:

MtBE Settlements 02-20-20-200010-3343		Current	Requested	New
<u>Class</u>	<u>Description</u>	<u>Budget</u>	<u>Action</u>	<u>Budget</u>
073-500582	Grants to other State Agencies	\$0	\$22,316,661	\$22,316,661
Revenue				
009-407129	Other Income	\$0	(\$22,316,661)	(\$22,316,661)
MtBE Settlements				

2. Contingent upon approval of requested action number one, authorize the Department of Justice to enter into a Memorandum of Understanding (MOU) with the Department of Environmental Services (DES) and grant DES \$22,316,661 to establish and begin the implementation of an MtBE corrective action plan for cleanup of the contamination of groundwater and drinking water effective with the date of Governor and Council approval through June 30, 2015.

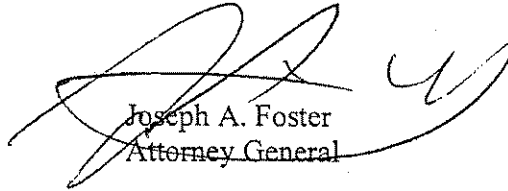
EXPLANATION

In 2003, the Department of Justice (DOJ) sued gasoline manufacturers and marketers seeking damages for the statewide problem of MtBE contamination. The State settled with all but one of the defendants. After deductions from the settlement payments for legal fees, costs, and administrative fees, the State has \$81,630,000 available for remediation of MtBE contamination in groundwater. The settlements, entered as orders of the court, require that the money be spent on MtBE-related remediation. The Department of Environmental Services (DES) has developed a plan for the efficient use of these funds. This plan is being presented to the committee as a separate DES item. DOJ requests authorization to grant \$22,316,661 to DES for implementation of the plan during the current biennium. DOJ and DES have entered into a separate Memorandum of Understanding (MOU) that allows DES to implement this plan while DOJ retains the right to review DES expenditures quarterly and to review any single expenditure over one million dollars (MOU attached).

Please let me know if you have any questions concerning this request.

Your consideration is greatly appreciated.

Respectfully submitted,



Joseph A. Foster
Attorney General

JAF/k
#964192

MEMORANDUM OF UNDERSTANDING
STATE OF NEW HAMPSHIRE
DEPARTMENT OF JUSTICE
DEPARTMENT OF ENVIRONMENTAL SERVICES

A. Agreement

This Memorandum of Understanding between the Department of Justice (hereinafter "DOJ") and the New Hampshire Department of Environmental Services (hereinafter "DES") sets forth the terms and conditions whereby DOJ will dispense up to \$81,630,242.00 in settlement funds received in the case of *State v. Hess, et al* (hereinafter "MTBE case") to DES to implement mutually agreed-upon programs to prevent exposure to MTBE by identifying and remediating contamination of groundwater in New Hampshire, and providing safe, clean drinking water to those who have been affected.

B. Development of a Project Plan

DOJ and DES agree that the settlement funds should be used in a manner that will provide benefit to the greatest number of affected citizens, while focusing on those high priority sites that pose the most immediate danger to drinking water sources. DOJ and DES recognize that it is critical to the success of the MTBE remediation projects that the input of legislators and other stakeholders be considered as a detailed project plan is developed. DOJ and DES agree that by March 31, 2014, they will jointly schedule and attend meetings with legislators and various other stakeholders to seek input as to the use of the funds. Thereafter, DES will develop a long-range work proposal for: (1) investigation and remediation of existing contamination sites, (2) testing at-risk private drinking water wells within a location radius of contamination source sites, (3) providing safe, clean drinking water to impacted citizens, (4) installation and improvement of public water supply infrastructure in areas having significant MTBE contamination, and (5) implementation of measures to prevent further MTBE contamination. The plan must be approved by DOJ prior to implementation.

C. Scope of Work

DES will create an MTBE Remediation Bureau within the agency, which will have primary responsibility for implementing the approved work plan. The Bureau's efforts will include coordination of MTBE site cleanup, drinking water quality assessment, public and private drinking water supply improvements, and prevention work. Staff will be responsible for establishing and implementing comprehensive plans to sample at-risk private and transient public water supply wells to identify areas affected by MTBE contamination and for the investigation and cleanup of priority MTBE-contaminated sites. Where drinking water impacts are identified, staff will work to provide appropriate treatment or connection to new or existing private or public water systems. DES may engage the services of outside professionals as needed to implement the plan.

D. Payment

DOJ will reimburse DES on a quarterly basis for expenditures incurred.

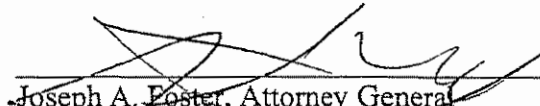
Prior to the ends of FY 2015, and FY 2017, respectively, DOJ and DES shall jointly determine the amount of funds that will be necessary to support the MTBE remediation program for the following biennium. Unless instructed otherwise by the Governor or the Legislature, DOJ will seek the approval of the Fiscal Committee and the Governor and Council to transfer that sum to DES by the beginning of the following fiscal year. Payments in total shall not exceed \$81,630,242.00.

E. Reporting

On a quarterly basis, DES will provide a report to DOJ that will include the name of each project, the total amount spent, what the money was spent on, and a copy of its appropriation summary report. DOJ may audit DES expenditures.

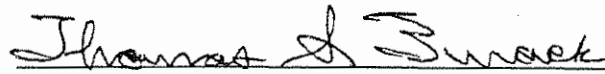
DES shall seek DOJ approval of any single project expenditure in excess of \$1,000,000.00.

10/31/13
Date



Joseph A. Foster, Attorney General
New Hampshire Department of Justice

10/31/2013
Date

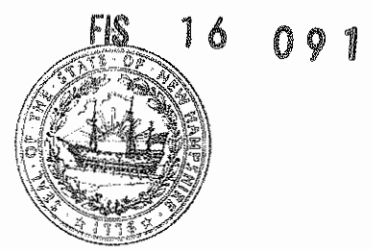


Thomas S. Burack, Commissioner
Department of Environmental Services



The State of New Hampshire
Department of Environmental Services

Thomas S. Burack, Commissioner



May 26, 2016

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Department of Environmental Services (DES) accept and expend \$5,198,361 in MtBE settlement funds from the Department of Justice (DOJ) to implement an MtBE corrective action plan, effective upon Fiscal Committee and Governor and Council approval through June 30, 2017. Funding is 100% MTBE Settlement funds.

Funding is to be appropriated as follows:

MTBE Settlement
 03-44-44-444010-88930000

Class	Budget Category	FY 2016 Original Budget	Requested Action	Revised Budget
Income				
009-407624	MtBE Funds	(19,079,599)	(5,198,361)	(24,277,960)
Expenditures				
018-500106	Overtime	10,000	15,176	25,176
020-500200	Current Expense	26,042	18,150	44,192
022-500255	Rents - Leases Other Than State	7,448	4,327	11,775
024-500227	Main Other Than Building	420	0	420
026-500251	Dues	0	435	435
027-502799	Transfers to DOIT	58,011	23,636	81,647
028-500292	Transfers to General Services	64,500	51,851	116,351
030-500320	Equipment New Replacement	82,607	15,760	98,367
037-500173	Technology - Hardware	17,407	0	17,407
038-500175	Technology - Software	10,000	6,941	16,941
039-500188	Telecommunications	9,300	6,852	16,152
040-500800	Indirect Costs	133,037	53,848	186,885
042-500620	Additional Fringe Benefits	41,780	29,519	71,299

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
 (603) 271-7174 • TDD Access: Relay NH 1-800-735-2964

(Continued)

Class	Budget Category	FY 2016 Original Budget	Requested Action	Revised Budget
049-584495	Transfer to Other Agencies	0	403	403
050-500109	Personnel Service Temp Appoint.	477,084	354,139	831,223
059-500117	Temporary Full Time	403,805	392,803	796,608
060-500601	Benefits	382,268	397,053	779,321
066-500543	Employee Training	9,000	2,379	11,379
070-500705	In-State Travel Reimbursement	7,158	2,725	9,883
080-500715	Out-of-State Travel Reimbursement	0	6,900	6,900
101-500729	Medical Payments to Providers	6,622	3,578	10,200
102-500731	Contracts for Program Services	5,541,352	2,192,264	7,733,616
300-500830	Reimbursements	11,791,758	1,619,622	13,411,380
	Total	19,079,599	5,198,361	24,277,960

EXPLANATION

In 2003, DOJ sued gasoline manufacturers and marketers to obtain damages for the statewide problem of MtBE contamination. DOJ has since settled with every defendant other than ExxonMobil. After deductions from the settlement for legal fees, costs, and administrative expenses, \$81.6 million in settlement money is available for remediation of MtBE contamination in groundwater and drinking water. The MtBE Remediation Bureau is operating under the terms of a Memorandum of Understanding (MOU) with DOJ regarding the use of the settlement funds. The purpose of this request is to authorize DES to accept and expend additional settlement funds from DOJ, to continue with implementation of the MtBE corrective action plan. This includes the use of state cleanup, remediation, water treatment, analytical laboratory contractors, and reimbursement to affected parties for state approved remedial costs and for DES personnel. This request is to supplement the existing FY2016/2017 budget. The FY2016/2017 budget was funded by reallocating unexpended funds for the FY2014/2015 budget. It is now necessary to provide additional funding to ensure that there is sufficient budget to last until the end of the biennium.

Expenditures itemized by Class included in this request are described as follows:

- Class 018 To cover the cost for overtime for personnel.
- Class 020 To cover costs for postage, office supplies, field supplies and vehicle expenses.
- Class 022 To cover costs for rent related to office equipment, such as a copier/scanner, and lease space at the Pease International Tradeport office of DES for seacoast area field work.
- Class 026 To cover costs for National Groundwater Association Dues (reduces the costs of NGWA training and provides access to technical publications and scientific literature collections)
- Class 027 To cover costs for Information Technology services.
- Class 028 To cover costs for Hazen Drive building rent.

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

page 3

Class 030 To cover costs for office equipment.
 Class 038 To cover the costs of software purchases and licenses.
 Class 039 To cover the costs for telecommunications.
 Class 040 To cover the program share of statewide indirect costs.
 Class 042 To cover the program share of additional fringe benefits.
 Class 049 To cover costs to participate in the employee assistance program.
 Class 050 To cover the costs for 8 full-time permanent positions currently funded in other programs but working on MtBE cleanup projects. These positions have been temporarily reassigned to the MtBE program. It will also cover the costs for other staff that perform support services and charge those costs to the MtBE program. MtBE funds will be used to supplant funding of the positions which are currently budgeted as follows:

Vacant Positions to be Temporarily Reassigned to the MtBE Program

Position #	Title	Budget (03-44-44-)	Funding Mix	\$ Amount
40492	Hydrogeologist V	444010-25140000	100% Federal	75,609
12030	Hydrogeologist III	444010-53920000	100% Other	31,366
19746	Environmentalist III	443010-91030000	100% Other	46,391
19736	Environmentalist II	442010-38550000	100% Other	18,876
43355	Environmentalist II	442010-36730000	100% Other	37,752
43359	Environmentalist II	442010-36730000	100% Other	44,480
12105	Environmentalist II	442010-12000000	100% Other	39,293
42224	Executive Secretary	443010-90030000	100% Other	29,796
Total:				323,563

Existing Positions That Will Charge Limited Time to the MtBE Program

Position #	Title	Budget (03-44-44-)	Funding Mix	\$ Amount
16792	Civil Engineer VI	444010-14090000	100% Other	1,650
42135	Civil Engineer V	444010-14210000	100% Other	4,150
42141	Hydrogeologist III	444010-14210000	100% Other	4,150
19883	Hydrogeologist III	444010-20750000	100% Federal	1,650
18330	Hydrogeologist IV	444010-14210000	100% Other	4,150
42142	Environmentalist IV	444010-14210000	100% Other	1,650
41644	Administrator IV	441018-47900000	100% Other	4,076
19124	Hydrogeologist V	441018-47900000	100% Other	4,650
42731	Accountant III	440010-59230000	100% Other	4,450
Total:				\$30,576

Total for Class 50: \$354,139

Class 059 To cover the costs for the full-time, temporary bureau personnel that were approved by Fiscal Committee item# FIS 13-246 (approved on November 22, 2013) with extensions

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

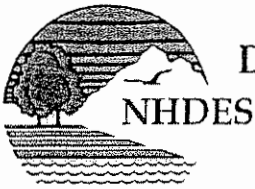
Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
page 4

in service dates amended by Fiscal Committee item # FIS 15-117 (July 29, 2015) and by
Fiscal Committee item # FIS 15-239 (December 18, 2015).

Class 060	To cover benefits for full-time and part-time personnel.
Class 066	To cover costs for employee training.
Class 070	To cover travel to various contaminated sites and to perform outreach and education.
Class 080	To cover travel costs for training.
Class 101	To cover the costs for field personnel health and safety training and medical monitoring.
Class 102	To cover the costs of laboratory, site cleanup and engineering services contracts.
Class 300	To cover costs for reimbursement of approved remedial project costs, including site investigation and remediation and provision of safe drinking water.

We respectfully request your approval.


Thomas S. Burack, Commissioner



The State of New Hampshire
Department of Environmental Services



Thomas S. Burack, Commissioner

October 26, 2015

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House

APPROVED
 FISCAL COMMITTEE
 DATE 12/18/15
 ITEM # 15-239

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, NH 03301

APPROVED G & C
 DATE 12/16/15
 ITEM # 58

REQUESTED ACTIONS

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Environmental Services (DES) to amend Fiscal Committee item# FIS 13-246 (approved on November 22, 2013) and G&C item# 22 (approved on December 4, 2013) as amended by Fiscal Committee item # FIS 15-117 (July 29, 2015) and G&C item # 61 (August 5, 2015) by extending the end date from December 31, 2015 to June 30, 2017 for the purpose of implementing the MtBE Settlement Agreements. No increase in funding is requested at this time. 100% MtBE Settlement Funds.

2. Pursuant to the provisions of RSA 124:15,I, authorize DES to extend the existing, five (5) full-time temporary positions end date from December 31, 2015 to June 30, 2017 effective upon Fiscal Committee approval. The positions were approved by the Division of Personnel on October 23, 2013. The positions were subsequently established by Fiscal Committee item# FIS 13-246, approved on November 22, 2013 and amended by Fiscal Committee item # FIS 15-117 (July 29, 2015).

Classification	Administrator IV	Administrator III	Civil Engineer VI	Environmentalist IV (2 positions)
Position #:	9T2655	9T2666	9T2666	9T2667/9T2668
Labor Grade:	33	31	32	27
Salary Range:	\$67,431 – \$92,313	\$61,484 – \$84,669	\$64,409 – \$88,491	\$51,773 – \$70,064

3. Pursuant to RSA 14:30-a, VI, authorize the Department of Environmental Services (DES) to amend Fiscal Committee item# FIS 13-246 (approved on November 22, 2013) and G&C item# 22 (approved on December 4, 2013) as amended by Fiscal Committee item # FIS 15-117 (July 29, 2015) and G&C item # 61 (August 5, 2015) to extend the end date for the reallocation of \$1,579,195 of MTBE Settlement funds from December 31, 2015 to June 30, 2017; effective upon Fiscal Committee and Governor and Council approval. 100% MTBE Settlement funds.

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
 (603) 271-7174 • TDD Access: Relay NH 1-800-735-2964

EXPLANATION

The MtBE Remediation Bureau budget extension, transfer of funds, and continuation of five full time temporary positions, was approved by the Joint Legislative Fiscal Committee on July 29, 2015, FIS 15-117. The Governor and Executive Council subsequently approved the budget extension and transfer of funds on August 5, 2015, Item# 61. At the time of approval of the program's budget extension, the State was operating under a Continuing Resolution, resulting in the budget and positions being authorized for only the first six months of state Fiscal Year 2016 through December 31, 2015. Now that the State's budget for the full Fiscal Year 2016/2017 biennium has been signed into law, the approved budget, budget reallocation and temporary personnel end dates are being requested to extend through the end of the Fiscal Year 2016/2017 biennium.

The following is intended to address the seven questions required by the Fiscal Committee with respect to the acceptance of federal and other funds in which new positions are established or extended:

Q-1. List all Personnel by Classification, Labor Grade, and Salary:

See table above for temporary full-time personnel (positions originally approved on November 22, 2013 with extension approved on July 29, 2015).

Q-2. Explain the Nature, Need and Duration of the Program:

The positions subject to this request will be funded until June 30, 2017. Additional future funding requests are anticipated to fully utilize the MTBE settlement funding. The primary responsibility of the new and reassigned positions is to develop, administer, and manage a statewide MTBE corrective action plan, including work by DES contractors and distribution of financial assistance to affected parties. This requires a level of technical knowledge and skill that is consistent with the position classifications.

Q-3. What is the Relationship to Existing Programs?

The new positions are needed to provide DES with specific and dedicated expertise to implement a complex and comprehensive plan to address statewide MTBE contamination. Although current DES personnel perform MTBE contamination work in existing programs using existing funding, and are expert in that regard, their workload is too great to absorb all the new work planned for the settlement funds.

Q-4 Has a Substantially Similar Program been Requested of the Legislature and Denied?

No. This situation is unique and unprecedented.

Q-5 Why was this Program and its Funding Not Included in the Operating Budget?

At the time that the program was originally established, the State Operating Budget was being prepared, the case was still in litigation, and settlements with settling parties had not been completed. The program was established at that point in time as a temporary program and with the expectation of separate fiscal requests to reauthorize the program in each subsequent biennium until all settlement funds have been expended (currently projected to be approximately six years).

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
page 3

Q-6 Can any Portion of the Funds Be Utilized if Either, None, or Only Part of the Positions are Authorized?

Yes. However, due to existing workload, significant limitations would be placed on timely implementation of the full settlement funding plan. A much longer timeframe than the projected 6 years would be necessary.

Q-7 What is the Estimate of the Amount of Funding Required to Continue the Positions in Future Years?

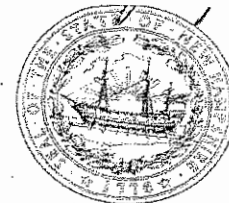
The positions created with settlement funds are not currently anticipated to be converted to permanent positions once all of the settlement funds have been expended. At this time, potential future funding needs are too difficult to predict, but in no case are they currently expected to involve any General Funds.

We respectfully request your approval.


Thomas S. Burack, Commissioner



The State of New Hampshire
Department of Environmental Services



Thomas S. Burack, Commissioner

July 1, 2015

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House

APPROVED
FISCAL COMMITTEE
DATE 7/29/15
ITEM # FIS 15-117

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, NH 03301

APPROVED G & C
DATE 8/5/15
ITEM # 61

REQUESTED ACTIONS

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Environmental Services (DES) to **retroactively** amend Fiscal Committee item# FIS 13-246 and G&C item# 22 (approved on December 4, 2013) by extending the end date from June 30, 2015 to December 31, 2015 for the purpose of implementing the MtBE Settlement Agreements. No increase in funding is requested at this time. 100% MtBE Settlement Funds.

2. Pursuant to the provisions of RSA 124:15,I, authorize DES to **retroactively** extend the existing, five (5) full-time temporary positions end date from June 30, 2015 to December 31, 2015 effective upon Fiscal Committee approval. The positions were approved by the Division of Personnel on October 23, 2013. The positions were subsequently established by Fiscal Committee item# FIS 13-246, approved on November 22, 2013.

Classification	Administrator IV	Administrator III	Civil Engineer VI	Environmentalist IV (2 positions)
Position #:	9T2655	9T2666	9T2666	9T2667/9T2668
Labor Grade:	33	31	32	27
Salary Range:	\$67,431 – \$92,313	\$61,484 – \$84,669	\$64,409 – \$88,491	\$51,773 – \$70,064

3. Pursuant to RSA 14:30-a, VI, authorize the Department of Environmental Services (DES) to amend Fiscal Committee item# FIS 13-246 and G&C item# 22 (approved on December 4, 2013) MTBE Settlement by reallocating \$1,579,195 for better utilization of funds; effective upon Fiscal Committee and Governor and Council approval through December 31, 2015. 100% MTBE Settlement funds.

Funding is to be rebudgeted as follows:

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
(603) 271-7174 • TDD Access: Relay NH 1-800-735-2964

MTBE Settlement
03-44-44-444010-88930000
FY 2016/2017

Class	Budget Category	Current Budget	Requested Action	Revised Budget
Income				
009-407624	MtBE Funds	\$ (18,094,027)	-0-	\$ (18,094,027)
Expenditures				
18-500106	Overtime	6,631	3,369	10,000
20-500200	Current Expense	14,300	11,950	26,250
22-500255	Rents/Leases	4,301	3,147	7,448
24-500227	Contract Repairs	420	-0-	420
27-502799	Transfers to OIF	13,052	49,754	62,806
28-500292	Transfers to General Services	9,474	59,317	68,791
30-500320	Equipment	10,317	17,795	28,112
37-500173	Hardware	17,407	-0-	17,407
38-500175	Software	1,034	8,966	10,000
39-500188	Telecommunications	7,884	1,416	9,300
40-500800	Indirect Costs	132,057	3,203	135,260
42-500620	Additional Fringe Benefits	11,906	31,204	43,110
50-500109	Temporary Personnel	490,269	16,468	506,737
59-500117	Full Time Temporary	225,524	175,052	400,576
60-500601	Benefits	361,265	36,967	398,232
66-500543	Employee Training	1,551	7,449	9,000
70-500705	In-State Travel	127	7,071	7,198
101-500729	Medical Providers	6,622	-0-	6,622
102-500731	Contracts for Program Services	3,408,933	1,146,067	4,555,000
300-500830	Reimbursements	13,370,953	(1,579,195)	11,791,758
	Total	\$ 18,094,027	-0-	\$ 18,094,027

EXPLANATION

In 2003, the NH Department of Justice (DOJ) sued gasoline manufacturers and marketers to obtain damages for the statewide problem of MtBE contamination. DOJ has since settled with every defendant other than ExxonMobil. After deductions from the settlement for legal fees, costs, and administrative expenses, \$81,630,000 in settlement money is available for remediation of MtBE contamination in groundwater and drinking water. The MtBE Remediation Bureau is now fully staffed and is operating under the terms of a Memorandum of Understanding (MOU) with DOJ regarding the use of the settlement funds (see attached

MOU). Program related contracts and the reimbursement process are in place making it possible to accelerate the rate of cleanup and infrastructure improvements.

The purpose of this request is to extend the authorization period for the 5 full-time temporary MtBE Remediation Bureau staff, to carry forward the FY 14/15 funding authorization into the current FY 16/17 biennium and to rebudget previously approved funds to allow DES to continue to operate the new MtBE Remediation Fund and Bureau. When the FY14/15 budget for the MtBE Remediation Fund was established, many of the details and needs of the program were not yet established. Additionally, the Department did not expend funds as quickly as anticipated since the program has been fully operational less than a year instead of the anticipated year and a half. Extension of the existing funding authorization will allow DES to continue to operate the program until December 31, 2015. The extension of the personnel authorization is necessary to ensure that sufficient personnel are in place to administer the program. A supplemental funding request will be made when additional spending authorization is needed. The proposed changes have been discussed with the Department of Justice (DOJ) and DOJ approves of the changes to the budget.

DES is requesting to rebudget these funds as shown below:

- Class 018 To cover the cost for overtime for personnel expenses.
- Class 020 To cover costs for public outreach, postage, office supplies, field supplies and vehicle
- Class 022 To cover costs for rent related to office equipment, such as a copier/scanner, and to lease space at the Pease International Tradeport office of DES for seacoast area field work.
- Class 027 To cover costs for Department of Information Technology services.
- Class 028 To cover costs for Hazen Drive building rent.
- Class 030 To cover costs for a field vehicle and scientific instrumentation.
- Class 038 To cover the costs of database and GIS desktop software for the efficient processing, interpretation and presentation of the collected water quality data.
- Class 039 To cover the costs of telecommunications.
- Class 050 Extension of the existing budget deadline will provide funds to cover the costs for 8 full-time permanent positions currently funded in other programs but working on MtBE cleanup projects. These positions have been temporarily reassigned to the MtBE program. It will also cover the costs for 10 other staff who will perform support services and charge those costs to the MtBE program. MtBE funds will be used to supplant funding of the positions which are currently budgeted as follows:

Vacant Positions to be Temporarily Reassigned to the MtBE Program

Position #	Title	Budget (03-44-44-)	Funding Mix	Biennium \$ Amount
40492	Hydrogeologist V	444010-25140000	100% Federal	71,497
12030	Hydrogeologist III	444010-53920000	100% Other	62,098
19746	Environmentalist III	443010-91030000	100% Other	45,929
19736	Environmentalist II	442010-38550000	100% Other	40,572
43355	Environmentalist II	442010-36730000	100% Other	38,898
43359	Environmentalist II	442010-36730000	100% Other	44,038
12105	Environmentalist II	442010-12000000	100% Other	38,898
42224	Executive Secretary	443010-90030000	100% Other	29,503
				Total: \$371,433

Existing Positions That Will Charge Limited Time to the MtBE Program

Position #	Title	Budget (03-44-44-)	Funding Mix	\$ Amount
12127	Administrator IV	444010-14000000	100% Other	7,100
16792	Civil Engineer VI	444010-14090000	100% Other	10,650
42135	Civil Engineer V	444010-14210000	100% Other	14,200
42141	Hydrogeologist III	444010-14210000	100% Other	14,200
19883	Hydrogeologist III	444010-20750000	100% Federal	10,650
18330	Hydrogeologist IV	444010-14210000	100% Other	14,200
42142	Environmentalist IV	444010-14210000	100% Other	10,650
41644	Administrator IV	441018-47900000	100% Other	10,650
19124	Hydrogeologist V	441018-47900000	100% Other	10,650
42731	Accountant III	440010-59230000	100 % Other	32,354
				Total: \$135,304


Total for Class 50: \$506,737

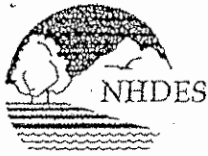
- Class 059 To cover the costs for the full-time, temporary bureau personnel.
- Class 060 To cover benefits for full-time personnel.
- Class 066 To cover costs for employee training.
- Class 070 To cover travel to various contaminated sites and to perform outreach and education.
- Class 101 To cover the costs for field personnel OSHA required medical monitoring.
- Class 102 To cover contracts for cleanup and drinking water contracts.
- Class 300 A reduction is requested to facilitate the above requested budget revisions without increasing the total program appropriation. The reduction in this class will not adversely affect the ability of the program to complete its work.

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor ~~Margaret Wood Hassan~~
and the Honorable Council
page 5

We respectfully request your approval.


Thomas S. Burack, Commissioner



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES

FIS 13 246



Thomas S. Burack, Commissioner

November 22, 2013

The Honorable Mary Jane Wallner, Chairman
 Fiscal Committee of the General Court
 and

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTIONS

- Pursuant to RSA 14:30-a VI, authorize the Department of Environmental Services (DES) to accept and expend \$22,316,661 in "MTBE" settlement funds from the Department of Justice (DOJ) to implement an MTBE corrective action plan, effective upon Fiscal Committee and Governor and Council approval through June 30, 2015.

Funding to be appropriated as follows:

100% MTBE settlement funds.

MTBE Settlement
03-44-44-444010-88930000

Class	Title	FY 14 Current Budget	Requested Action	Revised Budget
	Revenue			
009-407624	MtBE Funds	\$0	(\$22,316,661)	(\$22,316,661)
	Expenditures			
18-500106	Overtime	\$0	\$12,000	\$12,000
20-500200	Current Expense	\$0	\$32,773	\$32,773
22-500255	Rents/Leases	\$0	\$4,301	\$4,301
24-500227	Contract Repairs	\$0	\$420	\$420
27-502799	Transfers to OIT	\$0	\$74,146	\$74,146
28-500292	Transfers to General Services	\$0	\$67,906	\$67,906
30-500320	Equipment	\$0	\$52,500	\$52,500
37-500173	PC Desktop Hardware	\$0	\$25,736	\$25,736
38-500175	PC Desktop Software	\$0	\$3,237	\$3,237
39-500188	Telecommunications	\$0	\$9,750	\$9,750
40-500800	Indirect Costs	\$0	\$186,605	\$186,605
42-500620	Additional Fringe Benefits	\$0	\$40,658	\$40,658
50-500109	Temporary Personnel	\$0	\$755,201	\$755,201
59-500117	Full Time Temporary	\$0	\$599,394	\$599,394
60-500601	Benefits	\$0	\$702,001	\$702,001

DES Web Site: www.des.nh.gov

P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095
 Telephone: (603) 271-3899 Fax: (603) 271-2181 TDD Access: Relay NH 1-800-735-2964

66-500543	Employee Training	\$0	\$3,750	\$3,750
70-500705	In-State Travel	\$0	\$4,533	\$4,533
101-500729	Medical Providers	\$0	\$6,750	\$6,750
102-500731	Contracts for Program Services	\$0	\$4,825,000	\$4,825,000
300-500830	Reimbursements	\$0	\$14,910,000	\$14,910,000
	Total:	\$0	\$22,316,661	\$22,316,661

2. Pursuant to the provisions of RSA 124:15,I, authorize DES to establish five (5) full-time, temporary positions effective upon Fiscal Committee and Governor and Council approval through June 30, 2015. The positions were approved by the Division of Personnel on October 23, 2013. A copy of the approval documentation is attached.

Classification:	Administrator IV	Administrator III	Civil Engineer VI	Environmentalist IV (2 positions)
Position #:	9T2655	9T2666	9T2669	9T2667 / 9T2668
Labor Grade:	33	31	32	27
Salary Range:	\$67,343 - \$92,209	\$61,411 - \$84,561	\$64,325 - \$88,386	\$51,696 - \$69,968

EXPLANATION

In 2003, the Department of Justice (DOJ) sued gasoline manufacturers and marketers to obtain damages for the statewide problem of MTBE contamination. DOJ has since settled with every defendant other than ExxonMobil.¹ After deductions from the settlement payments for legal fees, costs, and administrative expenses, \$81,630,000 in settlement money is available for remediation of MTBE contamination in groundwater and drinking water. The purpose of this request is to authorize DES to accept and expend \$22,316,661 in settlement funds from DOJ, to establish and begin implementation of a comprehensive MTBE corrective action plan. This includes the use of state cleanup/remediation contractors, reimbursements to affected parties for approved remedial costs, and DES personnel. Activity will be reported annually to the Fiscal Committee, Governor and Council, and House and Senate leadership.

In consultation with DOJ, DES is developing a detailed plan for use of the settlement funds that will be presented in early 2014, after public input. The estimated time period for implementing the entire plan is 6 years. The plan will include funds allocated for: (1) installation and improvement of public water supply infrastructure in areas having significant MTBE contamination, (2) investigation and remediation of existing contamination sites where private water wells are impacted, (3) testing at-risk private water wells within a location radius of contamination source sites, and (4) implementation of measures to prevent further MTBE contamination. In the near term, work will begin on plan elements that involve the most significant public health risk concerns. This includes private water well testing and work at highly contaminated sites. Due to the significant technical complexity and expertise needed for the development and implementation of the plan, as well as annual reporting, high-level professional personnel are necessary.

The five requested full-time temporary positions will be combined with eight (8) temporarily reassigned existing vacant DES positions to form an MTBE remediation bureau that will implement the workplan. The

¹ The State also obtained a jury verdict of approximately \$236M against ExxonMobil. The verdict is currently under appeal. This request applies only to the settlement funds.

bureau's efforts will be divided between MTBE site cleanup and drinking water quality assessment. Three staff will work on the investigation and cleanup of priority MTBE-contaminated sites. Three staff will work on establishing and implementing comprehensive plans to sample at-risk private and transient public water supply wells to identify areas impacted by MTBE contamination. An additional five staff will support the field sampling efforts, and will only be hired after comprehensive sampling plans and lab analysis contracts are in place. The bureau will be led by an administrator and supported by an executive secretary. Staff in the bureau will also utilize existing DES staff in related programs on an as-needed basis to provide support to this important work.

Expenditures itemized by Class included in this request are budgeted for a partial year in FY 2014 and a full year in FY 2015, and described as follows:

- Class 018 To cover the cost of overtime for full-time temporary personnel.
- Class 020 To cover costs for public outreach, postage, office supplies, and vehicle expenses.
- Class 022 To cover costs for rented office equipment.
- Class 024 To cover costs for equipment repairs and maintenance.
- Class 027 To cover costs for Information Technology services.
- Class 028 To cover costs for building rent and related services.
- Class 030 To cover start up costs including vehicles, scientific instrumentation, and office equipment.
- Class 037 To cover the costs for desktop computers for the new staff
- Class 038 To cover the costs for desktop software for the new staff
- Class 039 To cover the costs for telecommunications.
- Class 040 To cover the program share of statewide indirect costs.
- Class 042 To cover the program share of additional fringe benefit costs.
- Class 050 To cover the costs for 8 full-time, permanent positions currently funded in other programs. These vacant positions will be filled and temporarily reassigned to the MTBE program. To cover the costs for 9 part-time equivalent personnel that work in related programs and will perform support services and charge those costs to the MTBE program. MTBE funds will be used to supplant funding of the positions, which are currently budgeted as follows:

Vacant Positions to be Temporarily Reassigned to MTBE Program

Position #	Title	Budget	Funding Mix	\$ Amount
40492	Hydrogeologist V	03-44-44-444010-25140000	100% Federal	118,191
12030	Hydrogeologist III	03-44-44-444010-53920000	100% Other	93,754
19746	Environmentalist III	03-44-44-443010-91030000	100% Other	93,754
19736	Environmentalist II	03-44-44-442010-38550000	100% Other	58,715
43355	Environmentalist II	03-44-44-442010-36730000	100% Other	58,715
43359	Environmentalist II	03-44-44-442010-36730000	100% Other	58,715
12105	Environmentalist II	03-44-44-442010-12000000	100% Other	66,082
42224	Executive Secretary	03-44-44-443010-90030000	100% Other	47,672
Total:				\$595,598

Existing Positions That Will Charge Limited Time to the MTBE Program

Position #	Title	Budget	Funding Mix	\$ Amount
12127	Administrator IV	03-44-44-444010-14000000	100% Other	12,756
16792	Civil Engineer VI	03-44-44-444010-14090000	100% Other	25,892
42135	Civil Engineer V	03-44-44-444010-14210000	100% Other	17,673

42140	Civil Engineer V	03-44-44-444010-14210000	100% Other	23,144
19883	Hydrogeologist III	03-44-44-444010-20750000	100% Federal	21,154
18330	Hydrogeologist IV	03-44-44-444010-14210000	100% Other	19,619
41644	Administrator IV	03-44-44-442010-47900000	100% Other	7,029
19124	Hydrogeologist V	03-44-44-442010-47900000	100% Other	32,336
Total:				\$159,603
Total for Class 50:				\$755,201

Funding that is budgeted in the accounts for the current positions referenced above will either be lapsed or closed-to-control.

- Class 059 To cover the costs for the 5 full-time, newly-established temporary positions for management, administration, and technical support that are listed on page 2.
- Class 060 To cover benefits for full-time and part-time personnel.
- Class 066 To cover costs for employee training.
- Class 070 To cover travel to various contaminated sites, and to perform outreach and education.
- Class 101 To cover costs for personnel medical monitoring.
- Class 102 To cover costs for DES contractors performing work at MTBE contaminated sites, work to prevent further contamination, and work to provide safe drinking water.
- Class 300 To cover costs for reimbursement of approved remedial project costs, including site investigation and remediation, and provision of safe drinking water.

The following is intended to address the seven questions required by the Fiscal Committee with respect to the acceptance of federal and other funds in which new positions are established or extended:

Q-1. List All Personnel by Classification, Labor Grade, and Salary:

See tables above for new temporary full-time personnel and temporary personnel reassignments.

Q-2. Explain the Nature, Need, and Duration of the Program:

The positions subject to this request will be funded until June 30, 2015. Additional FY funding requests are anticipated to fully utilize the MTBE settlement funding. The primary responsibility of the new and reassigned positions is to develop, administer, and manage a statewide MTBE corrective action plan, including work by DES contractors and distribution of financial assistance to affected parties. This requires a level of technical knowledge and skill that is consistent with the position classifications.

Q-3. What is the Relationship to Existing Programs?

The new positions are needed to provide DES with specific and dedicated expertise to implement a complex and comprehensive plan to address statewide MTBE contamination. Although current DES personnel perform MTBE contamination work in existing programs using existing funding, and are expert in that regard, their workload is too great to absorb all the new work planned for the settlement funds.

Q-4. Has a Substantially Similar Program been Requested of the Legislature and Denied?

No. This situation is unique and unprecedented.

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

Her Excellency, Margaret Wood Hassan
And the Honorable Council
Page 5

Q-5 Why was this Program and Its Funding Not Included in the Operating Budget?

At the time that the State Operating Budget was being prepared the case was still in litigation, and settlements with settling parties had not been completed.

Q-6 Can any Portion of the Funds Be Utilized if Either, None, or Only Part of the Positions are Authorized?

Yes. However, due to existing workload, significant limitations would be placed on timely implementation of the full settlement funding plan. A much longer timeframe than 6 years would be necessary.

Q-7 What is the Estimate of the Amount of Funding Required to Continue the Positions in Future Years?

The positions created with settlement funds will not be converted to permanent when the settlement funds are expended. At this time, potential future funding needs are too difficult to predict, but in no case would they involve any General Funds.

We respectfully request your approval.


Thomas S. Burack, Commissioner

Attachment: Division of Personnel Approval



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES

FIS 16 092



Thomas S. Burack, Commissioner

May 23, 2016

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI authorize the Department of Environmental Services to budget and expend prior year carry forward funds under the provisions of RSA 486:14, in the amount of \$50,000,000 for the issuance of low interest loans, effective upon Fiscal Committee and Governor & Council approval through June 30, 2017. Funding is 100% Clean Water Revolving Loan Funds to be budgeted as follows:

Clean Water SRF Repayment Account
 03-44-44-441018-2001
 FY 2016

Object Class	Title	Current Budget	Requested Action	Revised Budget
Income				
	PY Carry Forward Funds	132,012,380	(50,000,000)	82,012,380
008-407124	SRF Loans	\$ (105,000,000)		\$ (105,000,000)
Expenditures				
301-500832	Loans	\$ 105,000,000	\$ 50,000,000	\$ 155,000,000

EXPLANATION

The purpose of this request is to budget additional funds in the Clean Water State Revolving Loan Repayment Fund, which provides low interest loans to municipalities for wastewater treatment and other water pollution control measures. The present budgeted amount was estimated to be sufficient for the Fiscal Year; however, at this time there is one community with an unanticipated need for a loan totaling \$50,000,000.

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and
Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

Page 2 of 2

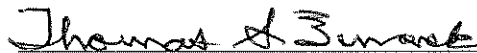
The size and number of loan requests varies from year to year depending on local budgets and projects of priority. A relatively small project may require a loan for \$100,000 whereas larger wastewater improvement projects cost \$20,000,000 or more. The Town of Exeter is now requesting a loan in the amount of \$50,000,000 for a Wastewater Treatment Facility Upgrade project.

There is presently \$40.1million in unencumbered funds available for loans. There are loan applications pending in the amount of \$26.8 million, which will reduce the unencumbered funds available for loans to \$13.3 million. We anticipate the need to encumber an additional \$50,000,000 for the Exeter loan described above and any additional applications for loans which may be funded in FY 2016.

This account is 100% Loan Repayment funds. When the projects are complete, the loan recipients repay the loans over a 5, 10, 15, or 20 year period. The principal and interest payments are deposited into the Repayment Fund, which is subsequently used to make new loans.

It is anticipated that this action will budget sufficient funds to provide low interest rate loans requested for eligible projects through June 30, 2017.

We respectfully request your approval.



Thomas S. Burack
Commissioner

Department of Environmental Services
Fiscal Situation
Clean Water SRF Repayment Account
03-44-44-441018-2001
FY 2016

	<u>FY 2016</u>
Balance carried forward 7/1/15	\$ 204,973,534
Revenue Received Thru 5/11/16	20,447,685
Estimated Income to be received	<u>2,500,000</u>
Total Available:	\$ 227,921,219
Less disbursements to date	(21,451,301)
Less Encumbrances	<u>(116,373,810)</u>
Available to budget	\$ 90,096,108
Less Current Request	<u>(50,000,000)</u>
Available Balance	\$ 40,096,108



New Hampshire Liquor Commission

50 Storrs Street, P.O. Box 503
 Concord, N.H. 03302-0503
 (603) 230-7026

Joseph W. Mollica
 Chairman

Michael R. Milligan
 Deputy Commissioner

May 31, 2016

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Executive Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to NH RSA 14:30-a, VI, the New Hampshire Liquor Commission respectfully requests authorization to accept and expend funds entitled "NH Liquor Commission Preliminary Breath Testing Device" totaling \$109,692.00 from the New Hampshire Highway Safety Agency through the National Highway Traffic Safety Administration, for the period from Fiscal Committee and Governor and Council approval through September 30, 2016.

Funding to be established in account # 02-77-77-770512-1842, LIQUOR COMMISSION, ENFORCEMENT, PRELIMINARY BREATH TESTING DEVICES;

Class #	Class Description	FY 2017
030-500311	Equipment	\$108,800.00
040-500800	Indirect Cost	\$ 892.00
	Total:	<u>\$ 109,692.00</u>
Source of Funds		
009-407036	Agency Income:	<u>\$ 109,692.00</u>

EXPLANATION

The intent of the funding is to purchase approximately 340 preliminary breath testing (PBT) devices to be distributed to law enforcement agencies throughout the state that do not have devices and to replace units that are no longer operable. Distribution will be based on several criteria (i.e. number of patrol cruisers, current number of PBT devices, number of duty officers per shift, etc.). Training will be provided by the NH Police Standards and Training with certification issued by the State Laboratory. Distribution of these devices will assist in the apprehension and prosecution of suspected impaired drivers, thus improving highway safety for the motoring public.

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
May 31, 2016
Page 2 of 2

The following appropriations are requested for FY 2017:

Object Class 030- Equipment- \$108,800.00 amount needed to purchase 340 Preliminary Breath Testing (PBT) Devices at \$320.00 each.

Object Class 040- Indirect Cost - \$892.16 amount needed to cover indirect cost rate of .0082%

Respectfully Submitted
New Hampshire State Liquor Commission



Joseph W. Mollica, Chairman

**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

State of New Hampshire
Office of Highway Safety
33 Hazen Drive
Concord, NH 03305

Date Received	Project Number
March 31, 2016	#308-16S-085
Date Approved	PSP and Task #
March 31, 2016	16-02, 05

Part I

1. Project Title NH Liquor Commission Preliminary Breath Testing Devices	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
--	--

3. Applicant	
A. Name of Agency NH Liquor Commission	B. Address of Agency 57 Regional Drive, Suite 8 Concord NH 03302-0503
C. Government Unit (Check One) <input type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name & Address of Governmental Unit State of New Hampshire Concord, NH 03305
4. Contract Duration A. Contract Period Start Date: March 1, 2016 Termination Date: September 30, 2016	5. Functional Area M6OT -- 405D MAP-21 CFDA# 20.616 Program Title 405D Impaired Driving Low Funding Source National Highway Traffic Safety Administration

6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expenses					
c. Equipment	\$108,800.00	\$108,800.00			
d. Indirect Costs & Audit	\$892.16	\$892.16			
e. Contractual Services					
Total Estimated Costs (Include Non-Federal Share)	\$109,692.16	\$109,692.16			

7. Local Benefit.

It is anticipated that the federal share for local benefit will be: 100% (\$109,692.16)


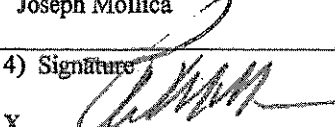
Part II

BUDGET AND PERSONNEL DATA	
a. Personnel Services	
b. Current Expenses	
c. Equipment 340 Preliminary Breath Testing (PBT) Devices at \$320.00 each to include mouthpieces, mouthpiece cups & drink sniffer, wrist strap, window protector, carrying case, training, shipping and handling, etc.	\$108,800.00
d. Indirect Costs and Audit Expense Indirect costs \$108,800.00 x .0082	\$892.16
e. Contractual Services	
f. Other Expenses	
Total	\$109,692.16


In Kind Match For This Project = \$27,423.02 (405 D Impaired Driving Funds). This match requirement shall be met through Salary and Benefits cost analysis of agency personnel performing enforcement of impairment laws.

Part III

Acceptance of Conditions. It is understood and agreed by the undersigned that a grant received as a result of this contract is subject to the regulations governing grant which have been furnished (or will be furnished upon request) to the applicant.

A. Project Director		
1) Name James W. Wilson	2) Title Director, Bureau of Enforcement NH Liquor Commission	3) Address 57 Regional Drive Concord, NH 03301
4) Signature X 		5) Telephone Number 271-3521
B. Authorized Official		
1) Name Joseph Mollica	2) Title Chairman, NH State Liquor Commission	3) Address 50 Storrs Street Concord, NH 03301
4) Signature X 		5) Telephone Number 271-3132

Part IV (For HSA Use Only)

1. Approval Date March 31, 2016	2. Signature & Title  John J. Barthelmas, Coordinator NH Office of Highway Safety
3. Federal Funds Obligated by this Agreement: \$109,692.16	



FIS 16 098

Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

Paul Leather
Deputy Commissioner of Education
Tel. 603-271-3801

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

May 26, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, and contingent upon Fiscal Committee and Governor and Council approval of FIS 16-087, authorize the New Hampshire Department of Education to accept and expend funds from the New Hampshire Department of Health and Human Services in the amount of \$612,500 to provide summer youth employment/after school career readiness for New Hampshire students, effective upon Fiscal Committee and Governor and Council approval for the period of July 1, 2016 through December 31, 2016. **100% Transfers from Other Agencies.**

Funds to be budgeted as follows:

Gateway to Work
06-56-56-565010-52170000
(FY 2017)

Class	Budget Category	Current Budget	Requested Action	Revised Budget
Income				
001-405723	Transfers From Other Agencies	\$0	(\$612,500)	(\$612,500)
Expenditures				
072-500577	Grants to Schools - Federal	\$0	\$612,500	\$612,500
	Total	\$0	\$612,500	\$612,500

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

May 26, 2016

Page 2

EXPLANATION

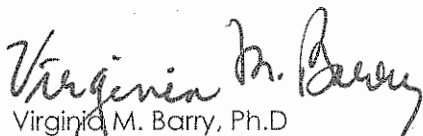
These funds were awarded to the Department of Education (DOE) through a Memorandum of Agreement (MOA) with the Department of Health and Human Services, signed on 5/2/16. The New Hampshire Team of the National Governor's Association's (NGA) Work-Based Learning Policy Academy recommended that a youth focus be "Learn About Work" and "Learn Through Work". This proposed project, which is part of Governor Hassan's Gateway to Work initiative and mirrors the NGA Team's recommendation, will focus on career readiness (Learn About Work) and work-based learning opportunities (Learn Through Work) for students ages 13-17 whose families are within 200% of poverty level. The project is designed to leverage existing structures by engaging NH's career and technical education (CTE) centers for program delivery. The Department of Health and Human Services, in partnership with the Department of Education, will release a competitive RFP to the NH Administrative Units (SAUs). CTE centers will submit proposals outlining how they will use funds effectively to achieve the project focus of career readiness and work-based learning opportunities.

DOE is requesting these Federal funds be budgeted as follows:

Class 072 – Grants to Schools – Federal – To cover the costs of wage subsidies, and/or a subsidized match, to summer youth employment, through internships, career awareness, and Personal Learning Plans (PLPs) to serve up to 187 students at \$10.00 per hour, up to 40 hours per week, up to a maximum of \$462,500. Also to cover the costs to provide afterschool, career awareness, and PLP development for up to 25 afterschool cohorts, per site, of 25 youth, through December 31, 2016, totaling no more than \$150,000.

These funds were not included in the FY 16/17 operating budget, as this funding opportunity was not known by nor available to the DOE at the time of budget completion. In the event that the Transfers from Other Agencies funds are not available, additional General Funds will not be requested to support this project.

We respectfully request your approval,



Virginia M. Barry, Ph.D
Commissioner of Education

S:/dcta/bvr/vrco/common/g&c/Gateway to Work

**THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH & HUMAN SERVICES
DIVISION OF FAMILY ASSISTANCE
STATE OFFICE PARK SOUTH
129 PLEASANT STREET
CONCORD, NH 03301**

**AGREEMENT TO PROVIDE FUNDING FOR THE
NEW HAMPSHIRE DEPARTMENT OF EDUCATION
GATEWAY TO WORK
SUMMER YOUTH EMPLOYMENT/AFTER SCHOOL CAREER READINESS**

**NEW HAMPSHIRE DEPARTMENT OF EDUCATION
101 PLEASANT STREET
CONCORD, NEW HAMPSHIRE 03301**

MEMORANDUM OF AGREEMENT (MOA)

Between

**New Hampshire Department of Health and Human Services
Division of Family Assistance
129 Pleasant Street
Concord NH 03301**

And

**New Hampshire Department of Education
101 Pleasant Street
Concord NH 03301**

This reflects Memorandum of Agreement between the NH Dept. of Health and Human Services (DHHS), and the NH Dept. of Education (DOE) for the purposes of addressing summer youth employment and the development of personalized learning plans and pathways in middle/high school, through the provision of summer employment and afterschool career readiness services for students, ages 13-17, who are below 200% of poverty level, by releasing a competitive RFP to the NH Administrative School Units (SAU) as official representatives of the 28 Career and Technical Centers (statewide coverage). The proposed design will directly link with the National Governor's Association Work-Based Learning Teams recommendations that youth focus on "Learn About Work" and "Learn Through Work". The purpose of this memorandum is to address the Gateway to Work initiatives proposed by the NH Governor's Office effective July 1, 2016 through December 31, 2016. The activities to be performed under this memorandum include the following:

1. NH Dept. of Education (DOE) will:

- 1.1. Through an RFP process, in collaboration with the NH Administrative School Units, expand utilization of the Career and Technical Centers, utilizing DHHS funding, not to exceed \$612,500 (six hundred twelve thousand five hundred dollars and zero cents) over a six month period, to students during afterschool, and/or summer breaks, specifically to:
 - 1.1.1. Provide wage subsidies, and/or a subsidized match, to summer youth employment, through internship, career awareness, and Personal Learning Plans (PLP) to serve up to 187 students at \$10.00 per hour, up to 40 hours per week, for 6-12 weeks, totaling no more than \$462,500;
 - 1.1.2. Provide afterschool, career awareness and Personal Learning Plan development for up to 25 afterschool cohorts, per site, of 25 youth, from

Memorandum of Agreement
NH Department of Education
NH Department of Health & Human
Services – Division of Family Assistance

September 2016 through December 2016, up to 16 weeks for intake/eligibility certification, totaling no more than \$150,000;

- 1.1.3. Ensure free access to after school career guidance and services to eligible students;
- 1.1.4. Create a statewide network to deliver services in concert with Gateway requirements;
- 1.1.5. Ensure linkages to existing after school and summer youth programs to promote initiatives that are connected to workforce and economic development.
- 1.1.6. Ensure the following activities are occurring, for each sub-grantee, through the implementation of this agreement:
 - 1.1.6.1. Increasing knowledge and awareness of career opportunities through the provision of career assessment, career guidance & counseling, work-based learning activities (job shadow, internship, paid employment, etc.); exposure to, and knowledge of Career Pathway Plans of Study (CPPOS), where appropriate, that document secondary and postsecondary education connections.
 - 1.1.6.2. Making provisions for the delivery of Pre-Apprentice related instruction where appropriate;
 - 1.1.6.3. The opportunity to expose students to careers through activities such as employer site visits, industry representative speakers, review of local labor market information, tours of the NH Works system and their resource centers, etc.;
 - 1.1.6.4. The opportunity to experience job shadowing, internships, paid employment, etc.;
 - 1.1.6.5. Enabling students to explore and experience careers in NH priority areas of advanced manufacturing, IT, Healthcare, and other high labor need industry areas. The opportunity for participants to explore 3-4 career areas of interest that result in their ability to choose appropriate coursework within their school;
 - 1.1.6.6. Creation of Personalized Learning Plans (PLP), which allow students to choose/map the best classes in their individual schools, that will result in better preparing them for college, work and beyond. The PLP provides structure for learning and the creation of Individual Personalized Learning Plans, which would include, but not be limited to:
 - 1.1.6.6.1. Career Oriented Self-Assessments;
 - 1.1.6.6.2. Goals;
 - 1.1.6.6.3. Objectives;

Memorandum of Agreement
NH Department of Education
NH Department of Health & Human
Services – Division of Family Assistance

- 1.1.6.6.4. Statement of relevance of the goals and objectives to the overall PLP plan;
- 1.1.6.6.5. Steps/Strategies;
- 1.1.6.6.6. Timeframe for each step;
- 1.1.6.6.7. Evaluation of each step;
- 1.1.6.6.8. Documentation of each step;
- 1.1.6.6.9. Evaluation of the PLP.
- 1.1.6.7. Portfolio of accomplishments, for all participants, to include, but not be limited to:
 - 1.1.6.7.1. A portfolio of accomplishment, such as:
 - 1.1.6.7.1.1. Self-assessment results;
 - 1.1.6.7.1.2. Personal Learning Plan;
 - 1.1.6.7.1.3. Letter of Recommendation from Instructor;
 - 1.1.6.7.1.4. Evidence of career education knowledge to include, but not be limited to:
 - 1.1.6.7.1.4.1. Personal reflections Journal;
 - 1.1.6.7.1.4.2. Evidence of research of 3-4 career areas explored;
 - 1.1.6.7.1.4.3. Public exhibition of learning;
- 1.1.6.8. For participants who engaged in work-based learning, to include, but not be limited to:
 - 1.1.6.8.1. Subsidized employment opportunities during after school and/or summer break;
 - 1.1.6.8.2. A letter of recommendation from the employer to each student (when appropriate);
 - 1.1.6.8.3. An employer evaluation of student participation, work behaviors and skill attainment which would include, but not be limited to:
 - 1.1.6.8.3.1. Showing up on time (attendance);
 - 1.1.6.8.3.2. Complying with program and employer requirements;
 - 1.1.6.8.3.3. Appropriate display of inter-group socialization and communication approaches;

Memorandum of Agreement
NH Department of Education
NH Department of Health & Human
Services – Division of Family Assistance

- 1.1.6.8.3.4. Progressing in their training based on the individual employment plan.
- 1.1.6.8.3.5. Supporting both subsidized and unsubsidized employment to the labor market.
- 1.2. Manage the utilization of funds provided to the NH School Administrative Units (SAU) via the DOE Grants Management System, in order to implement this agreement.
- 1.3. Verify the eligibility of participating students to ensure they are under 200% of the federal poverty line prior to acceptance into each program, via:
 - 1.3.1. An application process to identify that students are qualified eligible as a result of being in an existing low income program or category;
 - 1.3.1.1. Applicants that are currently receiving services for low income categories must verify their status through the NHES Front Door application process;
 - 1.3.2. If the family/student does not qualify under 1.3.1, eligibility will be verified through household wage income;
 - 1.3.2.1. Applicants that are not currently receiving services for low income categories must have a parent or guardian apply for NHHPP through the NH Easy application system online. Doing this will allow all applicants participate in the mandatory IEVS.
- 1.4. Monitor sub-grantees to ensure that the agreement is fully executed, to include, but not be limited to:
 - 1.4.1. All reports will indicate the specific program that services are being provided to the TANF funded groups; either after school program or summer youth employment.
 - 1.4.2. Providing both on-site visits and desk review/audit for each grantee, to:
 - 1.4.2.1. Ensure the presence of approved Department of Labor student employment documentation, through the use of established monitoring tools, for those receiving paid employment.
 - 1.4.2.2. Interview students for quality of service and identified expected outcomes, using established questionnaires;
 - 1.4.2.3. Review student portfolios to ensure work activities match with agreed-upon student outcomes;
 - 1.4.2.4. Verify wage matches individual time sheets;
 - 1.4.2.5. Review employer documented student performance as identified in the individualized portfolio;

Memorandum of Agreement
NH Department of Education
NH Department of Health & Human
Services – Division of Family Assistance

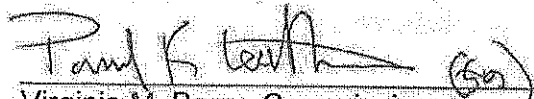
- 1.4.2.6. Review attendance records.
- 1.5. Ensure the activities are occurring, as noted in 1.1.5, for each sub-grantee, through the implementation of this agreement:
- 1.6. Outcomes of program implementation are to include, but not be limited to:
 - 1.6.1. The development of an Personalized Learning Plan;
 - 1.6.2. Data and reporting elements that track:
 - 1.6.2.1. Student participation/engagement;
 - 1.6.2.2. Cost per student, related to program services provided.
 - 1.6.3. Number of students employed as a result of the project, to include:
 - 1.6.3.1. Total number of students who gained unsubsidized employment at the end of the contract period;
 - 1.6.3.2. Number of average hours worked;
 - 1.6.3.3. Hourly wage;
 - 1.6.3.4. Type of employment gained as identified through the Standard Occupational Code (SOC), through a survey of students.
 - 1.6.4. Where employment was obtained, to include:
 - 1.6.4.1. Employer name and address;
 - 1.6.4.2. Type of business.
 - 1.6.5. Total number of students that did not complete the program with specific reasons.
- 1.7. The NH Dept. of Education will coordinate and submit one invoice per semester/term to the NH Dept. of Health & Human Services, Division of Finance, of the funds that are committed, against the allocation from each of the participating NH School Administrative Units, and sub-grantees.
 - 1.7.1. Line item Description:
 - 1.7.1.1. Salaries;
 - 1.7.1.2. Benefits;
 - 1.7.1.3. Indirect costs;
 - 1.7.1.4. Insurance;
 - 1.7.1.5. Youth Wages;
 - 1.7.1.6. Tools of the trade;
 - 1.7.1.7. Transportation, to include, but not limited to:
 - 1.7.1.7.1. Bus passes/mileage reimbursement;

Memorandum of Agreement
NH Department of Education
NH Department of Health & Human
Services – Division of Family Assistance

- 1.7.1.7.2. Staff costs for visiting youth/employers at worksites;
- 1.7.1.7.3. Youth transportation cost to and from youth sites, etc.;
- 1.7.1.8. Clothes/uniforms needed for work;
- 1.7.1.9. Work tools;
- 1.7.1.10. Hygiene products; etc.;
- 1.7.1.11. Office Supplies, specifically those that assisted youth in:
 - 1.7.1.11.1. Portfolio development;
 - 1.7.1.11.2. Career awareness resources, etc.
- 1.7.2. This invoice will include, but not be limited to:
 - 1.7.2.1. Annual Allocation/ Budget Amount;
 - 1.7.2.2. Previous Invoices;
 - 1.7.2.3. Current Invoice;
 - 1.7.2.4. Cumulated Totals;
 - 1.7.2.5. Total completed to date;
 - 1.7.2.6. Less previous payments;
 - 1.7.2.7. Less payments requested but not received to date;
 - 1.7.2.8. Total of request.
- 1.8. Equipment, Room Rental, Computer Labs, etc. are expected to be provided as in-kind and not to be provided under this Grant.
- 1.9. The NH Dept. of Education will participate in the ongoing efforts to evaluate the effectiveness of this program.
- 2. **NH Dept. of Health & Human Services (DHHS) will:**
 - 2.1. Transfer funds to the NH Dept. of Education upon the receipt of an invoice with the appropriate forms attached, up to a maximum of \$612,500 (six hundred twelve thousand five hundred dollars and zero cents) over a six month period;
 - 2.2. Coordinate with the NH Dept. of Education to determine the eligibility of applicants;
 - 2.3. Participate in the review process that will result in the selection and distribution of funds to the sub-grantees among the NH School Administrative Units;
 - 2.4. Provide consultation and technical assistance to the NH Dept. of Education and the NH School Administrative Units;
 - 2.5. Coordinate with the NH Dept. of Education to develop effective procedures to evaluate program success.

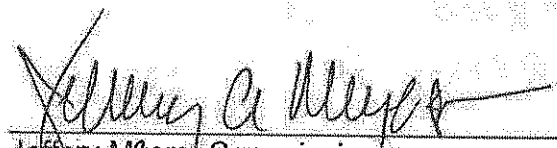
Memorandum of Agreement
NH Department of Education
NH Department of Health & Human
Services – Division of Family Assistance

- 2.4. Provide consultation and technical assistance to the NH Dept. of Education and the NH School Administrative Units;
- 2.5. Coordinate with the NH Dept. of Education to develop effective procedures to evaluate program success.



Virginia M. Barry, Commissioner
NH Department of Education

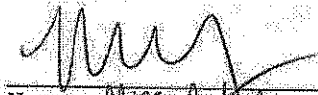
5-2-16
Date



Jeffery M. Biers, Commissioner
NH Department of Health and Human Services

4/27/16
Date

OFFICE OF THE ATTORNEY GENERAL



Name: Megan A. [unclear]
Title: Attorney [unclear]



FIS 16 100

William F. Dwyer
STATE TREASURER

**THE STATE OF NEW HAMPSHIRE
STATE TREASURY**

25 CAPITOL STREET, ROOM 121
CONCORD, N.H. 03301
603-271-2621
FAX 603-271-3922
E-mail: bdwyer@treasury.state.nh.us
TDD Access: Relay NH 1-800-735-2964

May 5, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the State Treasury to accept and expend up to \$500,000 of Land and Community Heritage Investment Program funds for the purpose of providing grants for projects to preserve state natural and historic resources, effective upon Fiscal Committee and Governor and Council approval through June 30, 2016. This transaction represents 100% other funds received from the real estate transfer tax surcharge.

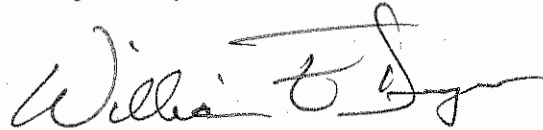
01-38-38-382010-13900000, State Treasury, LCHIP

Class	Description	Current Budget	Requested Change	Revised Budget
Source of Funds				
009	Agency Income (LCHIP Trust Fund RSA 227:7)	\$ 3,500,000	\$ 500,000	\$ 4,000,000
	Total Estimated Revenue	\$ 3,500,000	\$ 500,000	\$ 4,000,000
Expenditures				
076	LCHIP	\$ 3,500,000	\$ 500,000	\$ 4,000,000
	Total Appropriations	\$ 3,500,000	\$ 500,000	\$ 4,000,000

EXPLANATION

The total amount of Land and Community Heritage Investment Program revenue from the real estate transfer tax surcharge is expected to exceed the estimated budgeted amount by up to \$500,000. Treasury is requesting approval to expend this revenue for the purpose of providing Land and Community Heritage Investment Program grants for projects relating to the preservation of the state's natural and historic resources.

Respectfully,

A handwritten signature in black ink, appearing to read "William F. Dwyer". The signature is fluid and cursive, with a prominent loop at the end.

William F. Dwyer
State Treasurer



State of New Hampshire
 DEPARTMENT OF ADMINISTRATIVE SERVICES
 OFFICE OF THE COMMISSIONER
 25 Capitol Street – Room 120
 Concord, New Hampshire 03301

FIS 16 104

VICKI V. QUIRAM
 Commissioner
 (603)-271-3201

JOSEPH B. BOUCHARD
 Assistant Commissioner
 (603)-271-3204

June 3, 2016

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Department of Administrative Services, Bureau of General Services to accept and expend State Homeland Security Program funds available from the Department of Safety (DOS) in the amount of \$100,000, for funding of recommended physical security measures to be implemented at the State House Annex. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2017. 100% **Other Funds**. The funds used by DOS to reimburse Administrative Services are 100% Federal Funds.

In SFY 17, funds will be budgeted in 10-14-14-141510-29500000

Class	Description	SFY 17 Appropriation	Requested Change	Revised Appropriation
10	Personnel Services	\$823,222	\$0	\$823,222
18	Overtime	\$37,069	\$0	\$37,069
20	Current Expense	\$131,478	\$0	\$131,478
22	Rents, Leases Other	\$1,209	\$0	\$1,209
23	Heat, Electricity, Water	\$1,390,280	\$0	\$1,390,280
24	Maint Other than Bldg	\$1	\$0	\$1
30	Equipment	\$0	\$0	\$0
39	Telecommunications	\$15,710	\$0	\$15,710
47	Own Forces Maintenance	\$19,011	\$13,750	\$32,761

48	Contract Maintenance	\$609,495	\$86,250	\$695,745
50	Personal Service Temp	\$260,953	\$0	\$260,953
60	Benefits	\$502,033	\$0	\$502,033
61	Unemployment Compensation	\$7	\$0	\$7
70	Instate Travel	\$6,654	\$0	\$6,654
103	Contracts for Op Services	\$108,763	\$0	\$108,763
	Totals	\$3,905,885	\$100,000	\$4,005,885

EXPLANATION

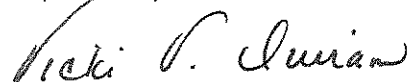
These state agency awards are funded as part of the Department of Homeland Security Grant program allocation. This program assists State agencies in securing their State and communities by participating in or purchasing training, equipment to prevent, respond to, and recover from potential acts of terrorism and other potential disasters. The New Hampshire Department of Homeland Security, State Critical infrastructure subcommittee has determined that the State House and State House Annex are critical state infrastructure. The Department of Administrative Services was awarded \$100,000 in order to fund security improvements at the State House Annex.

The funds are to be budgeted as follows:

The funds in class 047 Own Forces Maintenance are required in order to purchase bullet proof materials, doors and related materials to improve security at the main entrance to Treasury and the Bureau of Purchasing. This funding will be utilized to pay for interior renovations that will be completed with in-house staff.

The funds in class 048 contract maintenance are needed to have outside contractors furnish and install new bullet proof windows, doors, security access readers, one set of exterior doors and related security system enhancements at the State House Annex.

Respectfully submitted,



Vicki V. Quiram
Commissioner



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305

603/271-2791

74 *DM*
3/23/16

JOHN J. BARTHELMES
COMMISSIONER

February 18, 2016

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

Requested Action

Pursuant to RSA 21-P:43, authorize the New Hampshire Department of Safety to enter into a grant agreement with the Department of Administrative Services (Vendor Code 177875-B001) in the amount of \$100,000.00 for the State Homeland Security Program portion of the 2015 Homeland Security Grant Program. Effective upon Governor and Council approval through August 31, 2018. Funding source: 100% Federal Funds.

Funds are available in the SFY 2016 operating budget as follows.

02-23-23-231010-11180000	Dept. of Safety	Office of the Commissioner	Homeland State Agency Grants
072-500576 23HS15SHST	"Grants to Local Gov't (State) – Federal"		\$100,000.00

Explanation

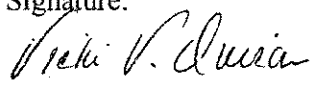

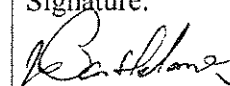
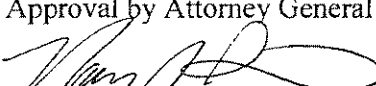
This State Agency award is funded as part of the 2015 Department of Homeland Security Grant Program allocation to assist State agencies in securing their State and communities by participating in or purchasing training, equipment, and exercising to prevent, respond to, and recover from potential acts of terrorism and other potential disasters. Eligibility is based upon Federal first responder criteria, grant specific criteria, responsibilities for the State's Emergency Support Functions, and inclusion in the State's emergency prevention, response, recovery, critical infrastructure, and mitigation framework.

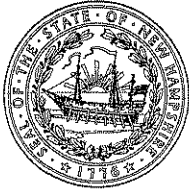
This grant is funding recommended physical security measures at the State House Annex. This is the result of a comprehensive facility study by Information & Analysis Center (IAC) State Critical Infrastructure subcommittee. Study specifics cannot be disclosed per Department of Homeland Security guidelines.

Highway Funds or General Funds will not be used should Federal Funds become unavailable.

Respectfully submitted,

J. Barthelmes
John J. Barthelmes
Commissioner of Safety

STATE OF NEW HAMPSHIRE DEPARTMENT OF SAFETY GRANT AWARD: Subrecipient will comply will all Terms & Conditions attached.		
Agency Name: Administrative Services		Vendor Code: 177875B001
Program Name: SHSP "First Responder" Grant Program		Amount: \$100,000
Grant Start Date: G&C approval		State Grant Number:
Grant End Date: August 31, 2018		Federal Grant Number: EMW-2015-SS-00040-S01
IFS Appropriation No.: 010-023-11180000-500576 Job Number: 23HS15 ^{SHST}		
Head of Agency: Vicki Quiram Commissioner	Project Director: Dep. Comm. Michael Connor	Fiscal Officer: Sheila Gagnon Chief Financial Officer
Federal Grant Name: 2015 State Homeland Security Program Federal Agency: Department of Homeland Security / FEMA Bureau/Office: Preparedness Directorate, Office of Grants and Training CFDA Number: 97.067		
Purpose of Grant: These funds are intended for the purchase of \$100,000 for 7 specified critical infrastructure/target hardening measures at the State House Annex		
Financial Requirements: All inventory standards for equipment must be maintained per State requirements. Final report must include disposition of equipment valued at \$5,000 or over and/or in accordance with State requirements.		
Match Requirements: None		
Reporting Requirements: Only DHS allowable costs will be reimbursed. Inventory to DOS of equipment valued at \$5,000 or more and/or in accordance with State guidelines. Copies of invoices for all purchases submitted to DOS in compliance with federal, state and local audit requirements. Copies of agency payment to validate reimbursement to DOS. All future DHS required reporting is mandatory.		
APPROVAL		
Head of Agency Name: Vicki Quiram or successor	Project Director Name: Michael Connor	NH Department of Safety: John J. Barthelmes
Title: Commissioner	Title: Deputy Commissioner	Title: Commissioner
Signature: 	Signature: 	Signature: 
Date: 11/29/16	Date: 1/26/16	Date: 2/22/16
Approval by Attorney General (Form, Substance and Execution)		
 Attorney General, NH Dept. of Justice		<u>2/23/2016</u> Date
All terms of this grant award not valid unless signed by all authorized parties.		

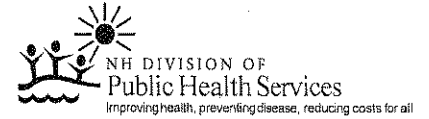


STATE OF NEW HAMPSHIRE

FIS 16 107

DEPARTMENT OF HEALTH AND HUMAN SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301-6503
603-271-4612 1-800-852-3345 Ext. 4612
Fax: 603-271-4827 TDD Access: 1-800-735-2964



Jeffrey A. Meyers
Commissioner

Marcella Jordan Bobinsky
Acting Director

June 10, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of RSA 14:30-a, VI, Additional Revenues, authorize the Department of Health and Human Services, Division of Public Health Services to accept and expend federal funds in the amount of \$941,245 from the Centers for Disease Control and Prevention, Preventive Health and Health Services (PHHS) Block Grant, effective July 1, 2016, through June 30, 2017 and further authorize the funds to be allocated as follows. 100% Federal Funds. Grant funds awarded for periods after SFY 2017 will be included in the operating budgets for SFY 2018 and SFY 2019. 100% Federal Funds

05-95-90-900510-5262 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFORMATICS, INFORMATICS & HLTH STATS

SFY 2017

Table with 5 columns: Class/Object, Class Title, Current Modified Budget, Increase (Decrease) Amount, Revised Modified Amount. Rows include Federal Funds, Transfer from Other Agency, General Funds, Total Revenue, and various service categories like Personal Services, Overtime, Current Expense, etc.

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Amount
041-500801	Audit Fund Set Aside	\$132.00	\$101.00	\$233.00
042-500620	Additional Fringe Benefits	\$6,325.00	\$0.00	\$6,325.00
050-500109	Personal Service- Temp/Appointe	\$33,442.00	\$0.00	\$33,442.00
060-500601	Benefits	\$302,181.00	\$0.00	\$302,181.00
070-500704	In State Travel	\$225.00	\$0.00	\$225.00
080-500710	Out of State Travel	\$500.00	\$0.00	\$500.00
102-500731	Contracts for Program Services	\$35,000.00	\$100,500.00	\$135,500.00
246-500792	Grantee Administrative Cost	\$44,950.00	\$0.00	\$44,950.00
	Sub Total Expenses	\$1,056,309.00	\$101,101.00	\$1,157,410.00

05-95-90-901010-5362 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF PUBLIC HEALTH SYSTEMS POLICY AND PERFORMANCE, PH SYSTEMS, POLICY & PERFORM

SFY 2017

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Amount
000-400146	Federal Funds	\$426,840.00	\$492,339.00	\$919,179.00
000-000000	General Funds	\$459,383.00	\$0.00	\$459,383.00
	Total Revenue	\$886,223.00	\$492,339.00	\$1,378,562.00
010-500100	Personal Services - Perm	\$447,484.00	\$0.00	\$447,484.00
018-500106	Overtime	\$1.00	\$0.00	\$1.00
020-500200	Current Expense	\$11,482.00	\$0.00	\$11,482.00
030-500300	Equipment	\$0.00	\$10,000.00	\$10,000.00
039-500188	Telecommunications	\$2,700.00	\$0.00	\$2,700.00
041-500801	Audit Fund Set Aside	\$629.00	\$492.00	\$1121.00
042-500620	Additional Fringe Benefits	\$25,809.00	\$0.00	\$25,809.00
050-500109	Personal Services – Part Time	\$21,537.00	\$0.00	\$21,537.00
060-500601	Benefits	\$232,581.00	\$0.00	\$232,581.00
066-500543	Employee Training	\$4,000.00	\$0.00	\$4,000.00
070-500704	In State Travel	\$2,500.00	\$0.00	\$2,500.00
080-500710	Out of State Travel	\$7,500.00	\$0.00	\$7,500.00
102-500731	Contracts for Program Services	\$130,000.00	\$481,847.00	\$611,847.00
	Sub Total Expenses	\$886,223.00	\$492,339.00	\$1,378,562.00

05-95-90-901010-5997 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS,
 HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF POLICY AND PERFORMANCE, QUALITY
 IMPROVEMENT IN PH

SFY 2017

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Amount
000-400146	Federal Funds	\$261,040.00	\$83,551.00	\$344,591.00
000-000000	General Funds	\$0.00	\$0.00	\$0.00
Total Revenue		\$261,040.00	\$83,551.00	\$344,591.00
010-500100	Personal Services - Perm	\$119,133.00	\$0.00	\$119,133.00
020-500200	Current Expense	\$1,000.00	\$0.00	\$1,000.00
026-500251	Organizational Dues	\$1.00	\$0.00	\$1.00
030-500300	Equipment New Replacement	\$500.00	\$0.00	\$500.00
039-500188	Telecommunications	\$600.00	\$0.00	\$600.00
041-500801	Audit Fund Set Aside	\$262.00	\$83.00	\$345.00
042-500620	Additional Fringe Benefits	\$12,509.00	\$0.00	\$12,509.00
060-500601	Benefits	\$68,104.00	\$0.00	\$68,104.00
066-500543	Employee Training	\$43,806.00	\$0.00	\$43,806.00
070-500704	In State Travel	\$200.00	\$0.00	\$200.00
080-500710	Out of State Travel	\$3,000.00	\$0.00	\$3,000.00
102-500731	Contracts for Program Services	\$0.00	\$83,468.00	\$83,468.00
104-500742	Certification Expense	\$11,925.00	\$0.00	\$11,925.00
	Sub Total Expenses	\$261,040.00	\$83,551.00	\$344,591.00

05-95-90-901510-7964 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS,
 HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF PUBLIC HEALTH PROTECTION, LEAD
 PREVENTION

SFY 2017

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Amount
000-400146	Federal Funds	\$350,730.00	\$25,025.00	\$375,755.00
000-000000	General Funds	\$462,441.00	\$0.00	\$462,441.00
Total Revenue		\$813,171.00	\$25,025.00	\$838,196.00
010-500100	Personal Services Perm	\$400,344.00	\$0.00	\$400,344.00
018-500106	Overtime	\$2.00	\$0.00	\$2.00
020-500200	Current Expense	\$23,922.00	\$0.00	\$23,922.00
021-500211	Food Institutions	\$300.00	\$0.00	\$300.00
026-500251	Organizational Dues	\$625.00	\$0.00	\$625.00
030-500300	Equipment New Replacement	\$2,500.00	\$25,000.00	\$27,500.00
039-500188	Telecommunications	\$3,400.00	\$0.00	\$3,400.00
041-500801	Audit Fund Set Aside	\$386.00	\$25.00	\$411.00
042-500620	Additional Fringe Benefits	\$10,817.00	\$0.00	\$10,817.00
050-500109	Personal Services Part-time	\$34,367.00	\$0.00	\$34,367.00
060-500601	Benefits	\$243,378.00	\$0.00	\$243,378.00
066-500543	Employee Training	\$2,100.00	\$0.00	\$2,100.00
070-500704	In State Travel	\$2,730.00	\$0.00	\$2,730.00
080-500710	Out of State Travel	\$10,900.00	\$0.00	\$10,900.00
102-500731	Contracts for Program Services	\$76,800.00	\$0.00	\$76,800.00
229-500764	Sheriff Reimbursement	\$600.00	\$0.00	\$300.00
	Sub Total Expenses	\$813,171.00	\$25,025.00	\$838,196.00

05-95-90-902010-5190 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS,
 HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF COMMUNITY & HEALTH SERVICES,
 MATERNAL – CHILD HEALTH

SFY 2017

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Amount
000-400146	Federal Funds	\$2,093,825.00	\$87,680.00	\$2,181,505.00
000-000000	General Funds	\$3,332,214.00	\$0.00	\$3,332,214.00
Total Revenue		\$5,426,039.00	\$87,680.00	\$5,513,719.00
010-500100	Personal Services - Perm	\$684,104.00	\$0.00	\$684,104.00
018-500106	Overtime	\$1.00	\$0.00	\$1.00
020-500200	Current Expense	\$30,698.00	\$37,592.00	\$68,290.00
024-500225	Maint. Other Than Bldg.-Grnds	\$2.00	\$0.00	\$2.00
026-500251	Organizational Dues	\$5,080.00	\$0.00	\$5,080.00
030-500300	Equipment New Replacement	\$3,925.00	\$50,000.00	\$53,925.00
039-500188	Telecommunications	\$6,333.00	\$0.00	\$6,333.00
041-500801	Audit Fund Set Aside	\$2,992.00	\$88.00	\$3,080.00
042-500620	Additional Fringe Benefits	\$49,485.00	\$0.00	\$49,485.00
046-500464	Consultants	\$25,000.00	\$0.00	\$25,000.00
050-500109	Personal Service- Temp/Appoin	\$1.00	\$0.00	\$1.00
060-500601	Benefits	\$348,547.00	\$0.00	\$348,547.00
066-500543	Employee Training	\$660.00	\$0.00	\$660.00
070-500704	In State Travel	\$8,484.00	\$0.00	\$8,484.00
080-500710	Out of State Travel	\$21,937.00	\$0.00	\$21,937.00
102-500731	Contracts for Program Services	\$4,238,790.00	\$0.00	\$4,238,790.00
	Sub Total Expenses	\$5,426,039.00	\$87,680.00	\$5,513,719.00

05-95-90-902510-5170 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS,
 HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFECTIOUS DISEASE CONTROL, DISEASE
 CONTROL

SFY 2017

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Amount
000-400146	Federal Funds	\$515,198.00	\$30,030.00	\$545,228.00
000-000000	General Funds	\$682,549.00	\$0.00	\$682,549.00
Total Revenue		\$1,197,747.00	\$30,030.00	\$1,227,777.00
010-500100	Personal Services - Perm	\$377,519.00	\$0.00	\$377,519.00
018-500106	Overtime	\$30,091.00	\$0.00	\$30,091.00
020-500200	Current Expense	\$50,978.00	\$0.00	\$50,978.00
026-500251	Organizational Dues	\$2,550.00	\$0.00	\$2,550.00
030-500300	Equipment New Replacement	\$1,400.00	\$30,000.00	\$31,400.00
039-500188	Telecommunications	\$5,237.00	\$0.00	\$5,237.00
041-500801	Audit Fund Set Aside	\$903.00	\$30.00	\$933.00
042-500620	Additional Fringe Benefits	\$47,032.00	\$0.00	\$47,032.00
050-500109	Personal Service – Part-Time	\$57,902.00	\$0.00	\$57,902.00
060-500601	Benefits	\$228,613.00	\$0.00	\$228,613.00
066-500543	Employee Training	\$4,000.00	\$0.00	\$4,000.00
070-500704	In State Travel	\$41,277.00	\$0.00	\$41,277.00
080-500710	Out of State Travel	\$18,632.00	\$0.00	\$18,632.00
102-500731	Contracts for Program Services	\$92,000.00	\$0.00	\$92,000.00
546-500390	Patient Care	\$112,613.00	\$0.00	\$112,613.00
547-500394	Disease Control Emergencies	\$100,000.00	\$0.00	\$100,000.00
548-500396	Reagents	\$27,000.00	\$0.00	\$27,000.00
	Sub Total Expenses	\$1,197,747.00	\$30,030.00	\$1,227,777.00

05-95-90-903010-7966 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS,
 HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF LABORATORY SERVICES, PUBLIC HEALTH
 LABORATORIES

SFY 2017

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Amount
000-400146	Federal Funds	\$520,567.00	\$121,519.00	\$642,086.00
000-000000	General Funds	\$3,771,132.00	\$0.00	\$3,771,132.00
001-405833	Transfer fr Other AGY	\$321,754.00	\$0.00	\$321,754.00
009-405921	Agency Income	\$55,000.00	\$0.00	\$55,000.00
Total Revenue		\$4,668,453.00	\$121,519.00	\$4,789,972.00
Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Amount
010-500100	Personal Services - Perm	\$2,144,455.00	\$39,293.00	\$2,183,748.00
018-500106	Overtime	\$5,867.00	\$0.00	\$5,867.00
019-500105	Holiday Pay	\$300.00	\$0.00	\$300.00
020-500200	Current Expense	\$233,200.00	\$0.00	\$233,200.00
022-500255	Rents-Leases Other Than State	\$4,000.00	\$0.00	\$4,000.00
024-500225	Maint. Other Than Bldg. Grnds	\$91,000.00	\$0.00	\$91,000.00
026-500251	Organizational Dues	\$8,200.00	\$0.00	\$8,200.00
028-582814	Transfer to General Services	\$440,753.00	\$0.00	\$440,753.00
030-500300	Equipment New Replacement	\$78,300.00	\$58,289.00	\$136,589.00
039-500188	Telecommunications	\$17,100.00	\$0.00	\$17,100.00
041-500801	Audit Fund Set Aside	\$556.00	\$59.00	\$615.00
042-500620	Additional Fringe Benefits	\$14,326.00	\$0.00	\$14,326.00
050-500109	Personal Service – Part-Time	\$90,000.00	\$0.00	\$90,000.00
057-500535	Books, Periodicals, Subscription	\$300.00	\$0.00	\$300.00
060-500601	Benefits	\$1,110,596.00	\$23,878.00	\$1,134,474.00
066-500543	Employee Training	\$1,900.00	\$0.00	\$1,900.00
070-500704	In State Travel	\$2,900.00	\$0.00	\$2,900.00
080-500710	Out of State Travel	\$19,100.00	\$0.00	\$19,100.00
102-500731	Contracts for Program Services	\$62,500.00	\$0.00	\$62,500.00
548-500396	Reagents	\$343,100.00	\$0.00	\$343,100.00
	Sub Total Expenses	\$4,668,453.00	\$121,519.00	\$4,789,972.00
	TOTAL EXPENSES	\$14,308,982.00	\$941,245.00	\$15,250,227.00

EXPLANATION

The Public Health Preventive Health Block Grant is a federal fiscal year annual grant. This request represents an increase in federal funds that were not included in the SFY 2017 Budget. The Division originally budgeted based on level funding of the 2015 award. The Division has been notified that additional funds are continuing through federal fiscal year 2017. This item will authorize acceptance of the increase in funds for SFY 2017. Anticipated future funding will be included in the Divisions Budget request for SFY 2018 and 2019

The New Hampshire Department of Health and Human Services (DHHS), Division of Public Health Services (DPHS) is designated as the principal state agency for the allocation and administration of the Preventive Health and Health Services Block Grant (PHHS) within the State of New Hampshire.

Under the direction of the Division and the Block Grant advisory committee, the PHHS Block Grant funds have been used and will continue to be used to fund core public health work such as:

- Testing for and investigation of foodborne illness, rabies, tuberculosis, and paralytic shellfish.
- Financial and technical support to school and community based oral health programs;
- Heart disease and stroke prevention;
- Preventing intentional and unintentional injuries;
- Financial and technical support to regional Public Health Advisory Councils;
- Continued education and training of public health workforce; and
- Sexual assault prevention services.

The funds are to be budgeted as follows: AU# 5262

- Funds in Class 018 (Overtime) are needed to allow staff to expedite roll-out of new data through the web-based repository.
- Funds in class 039 (Telecommunications) are needed to cover cost associated with the VoIP and SUTDN usage charges.
- Funds in Class 041 (Audit Funds Set Aside): per state requirement.
- Funds in class 102 (Contracts for Program Services) will be used for Data development within Health Statistics Bureau *to support the DPHS' web-based data repository*

The funds are to be budgeted as follows: AU# 5362

- Funds in Class 030 (Equipment) will be used to procure equipment to allow capacity to initiate live webinars for conferences and trainings.
- Funds in Class 041 (Audit Funds Set Aside): per state requirement.
- Funds in Class 102 (Contracts for Program Services) will be used to *fund the Public Health Networks to further State Health Improvement efforts regionally and strengthen local public health infrastructure*

The funds are to be budgeted as follows: AU# 5997

- Funds in Class 041 (Audit Funds Set Aside): per state requirement.
- Funds in class 102 (Contracts for Program Services) will continue initiatives around strategic planning and quality improvement. To *Continue performance improvement and accreditation initiatives within the Division of Public Health Services;*

The funds are to be budgeted as follows: AU# 7964

- Funds in Class 030 Equipment/New Replacement is needed to procure blood lead screening equipment for use in community health centers.
- Funds in Class 041 (Audit Funds Set Aside): per state requirement.

The funds are to be budgeted as follows: AU# 5190

- Funds in Class 020 (Current Expense) will be used to procure and distribute pregnancy prevention methods to contracted family planning agencies serving clients at-risk for Zika virus due to travel histories.
- Funds in Class 030 (Equipment New Replacement) will be used to procure Blood Pressure monitors to distribute to community health centers and rural health centers that collaborate with DPHS on clinical quality improvement activities to improve blood pressure control among their high-risk patients
- Funds in Class 041 (Audit Funds Set Aside): per state requirement.

The funds are to be budgeted as follows: AU# 5170

- Funds in Class 030 (Equipment New Replacement) will be used to procure specialized mosquito trapping equipment to conduct surveillance for Zika virus.
- Funds in Class 041 (Audit Funds Set Aside): per state requirement.

The funds are to be budgeted as follows: AU# 7966

- Funds in Class 010 Personal Services – Perm are needed to fund a currently active unfunded position. This position has been identified as available for funding under the Preventive Health Block Grant, for use within the Water Analysis Laboratory Section of the PH Laboratories collaborating with the NH Estuarine Program and the National Shellfish Sanitation Program (NSSP) to evaluate the suitability of shellfish growing areas for harvest and to ensure that harvested shellfish are safe to eat.
- Funds in Class 030 (Equipment New Replacement) will be used to *procure equipment for the Public Health Laboratories, including a glassware dishwasher for the Lab.*
- Funds in Class 041 (Audit Funds Set Aside): per state requirement
- Funds in Class 060 Benefits are needed to fund the employee health insurance cost as well as required federal benefits.

In response to the anticipated two-part question, “Can these funds be used to offset General Funds?” and “What is the compelling reason for not offsetting General Funds?” the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and
Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
Page 10 of 10

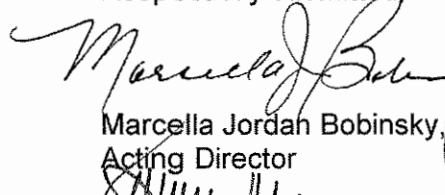
These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.

The geographic area to be served is the state of New Hampshire.

Source of funds: These funds are 100% Federal Funds from the Centers for Disease Control, Preventive Health and Health Services (PHHS) Block Grant. Attached is the Notice of Grant Award and award history.


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

Respectfully submitted,



Marcella Jordan Bobinsky, MPH
Acting Director

Approved by:



Jeffrey A. Meyers
Commissioner

**Award History
Preventive Health Services Block Grant
B1NHPRVS**

Anticipated Award Ending 9/30/2017 (2,184,508/12mos *9 months)	1,638,381
Award Ending 9/30/2016	2,184,508
Anticipated Expended Through 6/30/16	<u>(1,726,709)</u>
Available Award Balance 7/1/16	2,096,180
SFY 17 Appropriations *	(1,154,935)

OYR - brought forward -

Available To Accept 941,245

Amount Requested this Action 941,245

* SFY 17 Appropriations:

Preventive Hlth BG funding	2017 Budget	OYR	Total	This Action	Revised SFY 17
010-090-51100000 Directors Off	45,860		45,860	-	45,860
010-090-52620000 Informatics	12,136		12,136	101,101	113,237
010-090-53620000 BPPM	-		-	492,339	492,339
010-090-53900000 Food Protection	-		-	-	-
010-090-59970000 Quality Improvement	261,040		261,040	83,551	344,591
010-090-79640000 Lead	54,690		54,690	25,025	79,715
010-090-45270000 Oral Hlth	300,846		300,846	-	300,846
010-090-51900000 MCH	66,831		66,831	87,680	154,511
010-090-12270000 Combined CD	115,554		115,554	-	115,554
010-090-51700000 Disease Control	35,737		35,737	30,030	65,767
010-090-75360000 STD Prevention	29,620		29,620	-	29,620
010-090-79660000 PHL	177,620		177,620	121,519	299,139
Other Allocated cost	55,000		55,000		55,000
Total	1,154,935	-	1,154,935	941,245	2,096,180



PHS BLOCK GRANTS
Department of Health and Human Services
Centers for Disease Control and Prevention
Office for State, Tribal, Local and Territorial Support

Notice of Award

Issue Date: 09/23/2015



Grant Number: 2B01OT009037-15 REVISED
FAIN: B01OT009037

Principal Investigator(s):
MARCELLA JORDAN BOBINSKY, MPH

Project Title: PREVENTIVE HEALTH SERVICES

Neil Twitchell
29 HAZEN DRIVE

CONCORD, NH 033016527

Award e-mailed to: dcooper@dhhs.state.nh.us

Budget Period: 10/01/2014 – 09/30/2016
Project Period: 10/01/2014 – 09/30/2016

Dear Business Official:

The Centers for Disease Control and Prevention hereby revises this award (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH ST DEPT OF HEALTH & WELFARE, DIV OF P in support of the above referenced project. This award is pursuant to the authority of PART A, TITLE XIX, PHS ACT, AS AMENDED and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Barbara R Benyard
Grants Management Officer
Centers for Disease Control and Prevention

Additional information follows

SECTION I – AWARD DATA – 2B01OT009037-15 REVISED**Award Calculation (U.S. Dollars)**

Federal Direct Costs	\$2,184,508
Approved Budget	\$2,184,508
Federal Share	\$2,184,508
TOTAL FEDERAL AWARD AMOUNT	\$2,184,508

AMOUNT OF THIS ACTION (FEDERAL SHARE) \$0

Fiscal Information:

CFDA Number: 93.758
EIN: 1026000618B5
Document Number: 15B1NHPRVS

IC	CAN	2015
OT	939016K	\$2,184,508

SUMMARY TOTALS FOR ALL YEARS		
YR	THIS AWARD	CUMULATIVE TOTALS
15	\$2,184,508	\$2,184,508

CDC Administrative Data:

PCC: B / OC: 4115 / Processed: ERAAPPS 09/23/2015

SECTION II – PAYMENT/HOTLINE INFORMATION – 2B01OT009037-15 REVISED

For payment information see Payment Information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

SECTION III – TERMS AND CONDITIONS – 2B01OT009037-15 REVISED

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- The grant program legislation and program regulation cited in this Notice of Award.
- The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

This award has been assigned the Federal Award Identification Number (FAIN) B01OT009037. Recipients must document the assigned FAIN on each consortium/subaward issued under this award.



**New Hampshire
Employment
Security**

www.nhes.nh.gov

"We're working to keep New Hampshire working"

FIS 16 099

ADMINISTRATIVE OFFICE

45 SOUTH FRUIT STREET
CONCORD, NH 03301-4857



GEORGE N. COPADIS, COMMISSIONER

RICHARD J. LAVERS, DEPUTY COMMISSIONER

June 1, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTIONS

1. Pursuant to RSA 14:30-a, VI, and contingent upon Fiscal Committee and Governor and Council approval of FIS 16-087, and contingent upon Governor and Council approval of a Memorandum of Understanding between Department of Health and Human Services and New Hampshire Employment Security at the June 29, 2016 meeting, authorize the New Hampshire Employment Security (NHES) to accept and expend \$477,930 in funds from the New Hampshire Department of Health and Human Services (NHDHHS) for the purpose of providing services under the Gateway To Work (Gateway) program through December 31, 2016. 100% Agency Income (Federal Funds at origin). Funding to be budgeted as follows:

02-27-02-270010-8040000 EMPLOYMENT SECURITY		STATE FISCAL YEAR 2017		
Class/Object	Description	Current Appropriation	Requested Change	Revised Appropriation
010/500100	Personal Service-Permanent	12,667,820	50,498	12,718,318
011/501096	Personal Service-Unclassified	216,387	0	216,387
012/501097	Personal Service-Unclassified	96,149	0	96,149
013/501098	Personal Service-Unclassified	269,253	0	269,253
018/500106	Overtime	100,000	0	100,000
019/500105	Holiday Pay	999	0	999
020/500200	Current Expense	734,940	14,325	749,265
022/500248	Rents-Leases	485,840	3,900	489,740
023/500291	Utilities	550,676	9,358	560,034
024/500225	Maintenance Other Than B&G	159,500	14,076	173,576
026/500251	Organizational Dues	25,970	0	25,970
027/502799	Transfers To OIT	5,537,390	0	5,537,390
028/582814	Transfers To General Services	25,001	0	25,001
030/500311	Equipment New/Replacement	30,514	3,675	34,189
035/583514	Shared Services	31,996	0	31,996
037/500168	Technology-Hardware	2,500	0	2,500
038/509038	Technology-Software	1,011,528	0	1,011,528

NHES is a proud member of America's Workforce Network and NH Works. NHES is an Equal Opportunity Employer and complies with the Americans with Disabilities Act. Auxiliary aids and services are available upon request of individuals with disabilities

Telephone (603) 224-3311 Fax (603) 228-4145 TDD/ TTY Access: Relay NH 1-800-735-2964 Web site: www.nhes.nh.gov

039/500180	Telecommunications	432,535	7,941	440,476
040/500800	Indirect Costs	330,603	4,996	335,599
041/500801	Audit Fund Set Aside	25,000	0	25,000
042/500620	Additional Fringe Benefits	1,000,000	25,510	1,025,510
046/500464	Consultants	15,000	0	15,000
047/500240	Own Forces Maintenance	11,000	0	11,000
048/500226	Contractual Maintenance, B&G	231,500	2,339	233,839
049/584935	Transfers to Other Agencies	2,009,750	0	2,009,750
050/500109	Personal Service-Part Time	1,068,100	572	1,068,672
057/500535	Books, Periodicals	16,025	0	16,025
059/500117	Personal Service-Full Time Temp	1,608,484	192,463	1,800,947
060/500602	Benefits	8,161,135	124,489	8,285,624
061/500536	Unemployment Compensation	15,000	0	15,000
062/500538	Workers Compensation	100,000	0	100,000
066/500544	Employee training	10,000	0	10,000
070/500704	In-State Travel	116,911	10,867	127,778
080/500713	Out-Of State Travel	26,960	0	26,960
102/500731	Contracts for Program Services	125,000	0	125,000
103/500739	Contracts for Operations	227,300	12,921	240,221
229/500764	Sheriff Reimbursement	9,000	0	9,000
230/500765	Interpreter Services	15,000	0	15,000
	TOTALS	\$37,500,766	\$477,930	\$37,978,696

02-27-02-270010-8040000				
EMPLOYMENT SECURITY		STATE FISCAL YEAR 2017		
Class/Object	Description	Current Appropriation	Requested Change	Revised Appropriation
001/405303	Transfer from Other Agencies	258,056	0	258,056
001/484945	Transfer from Other Agencies	0	477,930	477,930
003/407549	Revolving Fund	11,938,523	0	11,938,523
007/406443	Agency Income	200,299	0	200,299
009/402338	Agency Income	587,051	0	587,051
000/404625	Federal Funds	24,516,837	0	24,516,837
	TOTALS	\$37,500,766	\$477,930	\$37,978,696

2. Pursuant to the provisions of RSA 124:15, authorize NHES to establish seven (7) full-time temporary, class 059 positions for the purpose of supporting the Gateway To Work program for period beginning July 1, 2016 through December 31, 2016. 100% Agency Income (Federal Funds at origin).

Full-Time Temporary Positions		
Classification:	Employment Counselor Specialist	Program Specialist I
Labor Grade:	19	19

Annual Salary Rate:	\$37,752	\$37,752
Position Count:	6	1

EXPLANATION

The above request is to accept and expend funds from the New Hampshire Department of Health and Human Services (NHDHHS) for the purpose of providing services under the Gateway To Work (Gateway) program.

The Gateway To Work (Gateway) program has been developed to address barriers to employment, such as low education levels, child care, transportation, and housing, to help individuals regain financial independence. Gateway is a collaborative work program among state agencies, including the Departments of Employment Security, Corrections, and Education, the Community College System and certain independent contractors providing case management services. The goal of the program is to prepare participants for long-term career opportunities and immediate engagement in employment. This approach supports the TANF program purpose of reducing the dependency of needy parents by promoting job preparation, work and marriage.

Gateway recognizes the importance of a two generational approach in programs designed to assist those parents involved in becoming self-sufficient. Families can achieve self-sufficiency by seeking and obtaining employment while working on money management skills. Parents are connected with childcare providers and begin to utilize early learning supports. Early learning supports encourage lifelong education that may have not been an option previously. Children who are connected to these services are more likely to achieve success in their own lives. Families eligible for Gateway include the following categories:

- Food Stamp (FS) recipient with at least one (1) dependent child under 18 years of age.
- New Hampshire Health Protection Program (NHPP) recipient with dependent child under 18 years of age.
- Any adult [under 200% of Federal Poverty Level (FPL)] with a dependent child under 18 years of age.
- FS recipient who is childless, under 24 years of age.
- NHPP adult under the age of 24 who is childless.
- Any adult under the age of 24 (under 200% of FPL) who is childless.
- FS recipient between the ages of 24 to 64 who is childless (or child is 18 years of age or older).
- NHPP adult between the ages of 24 to 64 who is childless.
- Any adult (under 200% of FPL) childless (or child is 18 years of age or older) and age 24 – 64.

NHES will act as the front door for the Gateway to Work program. To apply for the program, participants will contact NHES or report to the NHWorks American Job Center for an application packet. Designated staff will assist participants with questions, review applications for Gateway, and will issue an eligibility determination. All participants will be referred to an NHES case manager. Instructions will also be provided to assist participants to register in the Job Match System and to complete the vocational and job readiness assessments.

The case manager will be responsible to review the Job Match registration and assessment results with the participant. Based on the results, the case manager and participant will create an initial Career Plan. Participants that are found to be job ready and participants that are working with the Community College System for an apprenticeship will continue to work with the NHES case manager. Participants who are assessed as not job ready will be referred to the appropriate provider to receive the case management services necessary to assist them with the removal of barriers to self-sufficiency.

NHES is requesting authorization to accept and expend \$477,930 in funds from NHDHHS, and to budget the funds as follows:

Class 010 Personal Services, Permanent will be used to support a portion of existing full-time permanent staff involved in administering/overseeing the program.

Class 020 Current Expenses will be used to support the portion of operating costs associated with the positions involved in the program as well as costs associated with postage and bonds for the program.

Class 022 Rentals will be used to support the portion of operating costs associated with the positions involved in the program.

Class 023 Utilities will be used to support the portion of operating costs associated with the positions involved in the program.

Class 024 Maintenance, Other than Building & Grounds will be used to support the portion of operating costs associated with the positions involved in the program.

Class 030 Equipment will be used to support the portion of operating costs associated with the positions involved in the program.

Class 039 Telecommunications will be used to support the portion of operating costs associated with the positions involved in the program as well as cost associated with a toll-free line for the program.

Class 040 Indirect Costs will be used to cover indirect costs incurred under the program.

Class 042 Additional Fringe Benefits will be used to cover the program's share of additional fringe benefit costs.

Class 048 Maintenance, Building & Grounds will be used to support the portion of operating costs associated with the positions involved with the program.

Class 050 Personal Services – Part Time will be used to support a portion of one (1) position involved with the program.

Class 059 Personal Services – Full Time Temporary will be used to support a total of seven (7) positions responsible for providing direct services under the program.

Class 060 Benefits will be used to cover the benefits cost associated with the positions involved in the program.

Class 070 In-State Travel will be used to cover the travel-related costs associated with the positions involved with the program.

Class 103 Contracts for Operations will be used to support the portion of operating costs associated with the positions involved with the program.

The following information is provided in accordance with the Comptroller's instructional memorandum with respect to the acceptance of federal and other funds by which new positions are established:

1. List of personnel involved:

Classification	Position Count	Labor Grade
Employment Counselor Specialist	6	19
Program Specialist I	1	19

2. Nature, need, and duration:

The funds will be used for seven (7) full-time temporary positions and associated costs. The duration of these temporary positions is from July 1, 2016 through December 31, 2016.

3. Relationship to existing programs:

NHES funding for reemployment services consists of Wagner-Peyser funding (which has been static for many years), Reemployment Service and Eligibility Assessment funding, Trade Act funding and Jobs for Veterans State Grant funding (which can only be used for targeted populations receiving unemployment benefits). The funding for Gateway to Work will allow NHES to provide services to a population that is in need of reemployment services and does not fall within these categories. It will also assist with providing employers with job ready applicants to fill open positions.

4. Has a similar program been requested of the legislature and denied?

No.

5. Why wasn't funding included in NHES's budget request?

These funds were unanticipated at the time the SFY 2016/2017 biennium budget was established.

6. Can portions of these funds be utilized [for other purposes]?

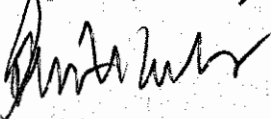
The amount of support required under the provisions of these funds will require all of the funds requested. These funds can only be used for the purpose of the Gateway To Work program.

7. Estimate the funds required to continue this position(s).

The seven (7) full-time temporary positions devoted to provide services under the Gateway To Work program will not be continued beyond the program need.

There are no General Funds required with this request. In the event that these funds become no longer available, General funds will not be requested to support these expenditures.

Respectfully submitted,



George N. Copadis
Commissioner

GNC/jdr
Attachments



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301-6503
603-271-4612 1-800-852-3345 Ext. 4612
Fax: 603-271-4827 TDD Access: 1-800-735-2964



Jeffrey A. Meyers
Commissioner

Marcella Jordan Bobinsky
Acting Director

June 10, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court,

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTIONS

1. Pursuant to the provisions of NH RSA 124:15, Positions Restricted, and subject to the approval of Item 2. below, authorize the Department of Health and Human Services, Division Public Health Services, to **retroactively** amend Fiscal Committee Item FIS 15-172 approved on August 26, 2015 and Governor and Council Item # 2, approved on September 8, 2015 to continue three full-time temporary positions (class 059) positions, utilizing funds from the United States Centers for Disease Control/maintenance and enhancement of the environment public health tracking network, by extending the end date from December 31, 2015 through June 30, 2017 effective upon Fiscal Committee and Governor and Council approvals.

2. Pursuant to the provisions of RSA 14:30-a, VI, Additional Revenues, authorize the Department of Health and Human Services, Division of Public Health Services, Bureau of Health Statistics and Informatics to accept and expend federal funds in the amount of \$294,310 from the Centers for Disease Control and Prevention to further fund the Environmental Health Tracking Program effective upon date of approval by the Fiscal Committee and Governor and Council, through June 30, 2017, and further authorize the funds to be allocated as follows. 100% Federal Funds.

05-95-90-900510-51730000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFORMATICS, ENVIRONMENTAL PUBLIC HEALTH TRACKING

SFY 2017

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
000-404369	Federal Funds	605,901	294,310	900,211
000-000000	General Funds	0	0	0
Total Revenue		\$605,901	294,310	\$900,211

010-500100	Personal Serv - Perm	158,273		158,273
020-500200	Current Expense	5,100		5,100
022-500255	Rent/Lease-Equipment	300		300
024-500230	Maintenance Other Than Building	10,000		10,000
026-500251	Memberships	1		1
030-500301	Equipment	2,550	2,082	4,632
039-500188	Telecommunications	1,700		1,700
041-500801	Audit Fund Set Aside	609	293	902
042-500620	Add'l Fringe COLA	22,179		22,179
049-584923	Transfer to Other State Agencies		10,707	10,707
050-500109	Personnel Services Temporary		7,000	7,000
059-500116	Full-Time Temporary		175,359	175,359
060-500602	Benefits	92,859	98,769	191,628
066-500543	Employee Training	7,500		7,500
070-500700	In-State Travel	500	100	600
080-500710	Out-of-State Travel	9,000		9,000
102-500731	Contracts for Program Services	295,330		295,330
Total Expenses		\$605,901	\$294,310	\$900,211

EXPLANATION

Item FIS 15-172 regarding the funding of the Environmental Health Tracking Program was approved by the Fiscal Committee on August 26, 2015. Subsequently, on September 8, 2015 funding was approved through Item #2 by the Governor and Council. Funding for the position and other items listed above was available to the Division through June 30, 2016. However, in accordance with the limitations imposed by the Continuing Resolution the Items presented were only approved through December 31, 2015.

The Division is asking for a retroactive amendment because, in error, the Division did not put forth another fiscal item after the Continuing Resolution was lifted to fund the remaining six months of state fiscal year 2016. This end date went unnoticed until the Division started to prepare a new fiscal item for State Fiscal year 2017. These current requests to the Fiscal Committee and Governor and Council retroactively amend the Items listed above by extending the end date on the positions through June 30, 2017, as well as accept the funds necessary for State Fiscal Year 2017.

The New Hampshire Division of Public Health Services received a grant award from the Centers of Disease Control and Prevention to further fund the Environmental Public Health Tracking (EPHT) Program within the Bureau of Health Statistics and Informatics on August 1, 2015. The EPHT Program is responsible for the collection, integration, analysis, and interpretation of environmental health data as related to potential impacts of environmental change (e.g., hotter days, increased rainfall) on human health. The requested funds will be used to pay for the continuation of existing projects that combine the collection and analysis of population health data, such as heat-related injury, with environmental conditions such as the number of days with excessive heat and humidity.

The funds are to be budgeted as follows:

Funds in class 030 are requested to purchase new workstations for staff.

Funds in class 041 are requested to pay increased audit-fund set aside costs.

Funds in class 049 are requested to support an existing agreement with the Department of Safety for the provision of geographic information system (GIS) services for the purpose of mapping health and environmental data together to better understand potential relationships, patterns and trends.

Funds in class 050 will support a part-time temporary position (i.e., internship) at LG 2. This intern will assist existing Environmental Public Health Tracking Program staff with data analysis as part of a specific project to predict the occurrence of unsafe water quality (bacterial contamination) days at inland beaches. At present beach closure guidelines only exist for the marine environment. This position will also be responsible for comparing actual water quality test results to a water quality predictive model that is currently under development by the US Geological Service under separate contract. This position will then work with existing staff and the Department of Environmental Services to integrate the findings into a web-based beach water quality warning system accessible to stakeholders.

Funds in class 059 are requested to continue to fund currently filled positions. These positions were established through Fiscal Committee and Governor and Council, but were not included in SFY 2016 approved Operating Budget. Approval dates are as follows: Fiscal Committee item #FIS 15-002, was approved on January 23, 2015 and Governor & Council Item #7, approved on February 11, 2015 with end dates of June 30, 2015.

Funds in class 060 are requested to fund the benefits for the positions.

Funds in class 070 are requested to pay mileage costs associated with program staff to travel to various meeting locations around the state.

These funds will not change any program eligibility levels. No new program will be established with the acceptance of these funds.

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

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

1. List of personnel involved:

Senior Management Analyst – 9T2744
Program Planner III (Data Analyst) – 9T2742
Program Planner III (Communication Specialist) - 9T2743

2. Nature, Need and Duration:

Senior Management Analyst - to oversee the collection of health statistics, to prepare reports drawing on advanced statistical techniques, to contribute to national public health data utilization activities in cooperation with the US Centers for Disease Control and Prevention, to aid in the interpretation of analytical results, and finally to provide guidance for the presentation of statistical content.

Program Planner III (Data Analyst) - to create report templates for displaying environmental health data on the Division of Public Health Services web page, to contribute to national public health data utilization activities in concert with the US Centers for Disease Control and Prevention, to provide quality control for health data and content, and to lead State and local environmental health data utilization projects (tick/Lyme disease surveillance, for example) as required as a condition of federal funding.

Program Planner III (Communications Specialist) - to oversee all communication activities including collaboration, communication planning, marketing, and outreach that informs local officials, community groups, and members of the public of best practices for managing environmental health threats.

This action is to continue the existing program. The work is ongoing and will be subject to continuing approval by the Fiscal Committee, Governor and Council, and will be part of the Division Budget request for SFY 18/19 process.

3. Relationship to existing agency programs:

The Environmental Public Health Tracking Program is an existing program within the Division of Public Health Services.

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?

This increased funding was received on a March 2016 notice of grant award and not anticipated at the time of the 2016-2017 Budget.

6. Can portions of the grant fund be utilized for other purposes?

This request is 100% federally funded and can only be used for the purposes of the grant award.

7. Estimate the funds required to continue these positions:

Position (Salary & Benefits)	FY 2016	FY 2017
Senior Management Analyst	\$91,310	\$88,799
Program Planner III	\$87,411	\$99,750
Program Planner III	\$87,411	\$85,044

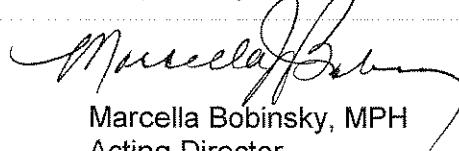
Area served: State-wide.

Source of funds: These funds are 100% Federal from the Centers for Disease Control and Prevention to fund the Environmental Public Health Tracking Program.

Attached are the Notice of Grant Award and Award History. This request includes an increase in federal funds that were not included in the SFY 2017 Budget.

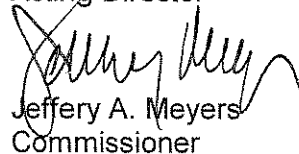
In the event that these Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Marcella Bobinsky, MPH
Acting Director

Approved by:



Jeffery A. Meyers
Commissioner

JAS/MJB/bsd

**Award History
EHPT
U38EH000947**

Award ending 7/31/16	5U38EH000947-05	8/1/2015 to 7/31/2016	966,790
Anticipated Award ending 7/31/17 (Award \$755,214/12*11 months)	5U38EH000947-06	8/1/2016 to 7/31/2017	692,280
Estimated Expended Through 6/30/16			(728,012)
Available Award Balance 7/1/16			931,058
SFY 17 Appropriations *			(636,747)
OYR - brought forward			
Available To Accept			<u>294,311</u>
Amount Requested this Action			<u>294,310</u>

* SFY 17 Appropriations:						
10-090-51730000	2017 Budget	OYR	Total	This Action	Revised E	t
EPHT	539,747		539,747	294,310		834,057
Other Federal	66,154		66,154			
Total	605,901	-	605,901	294,310		834,057
Adj for Other AU _Allocated	<u>97,000</u>	<u>-</u>	<u>97,000</u>	<u>-</u>		<u>97,000</u>



COOPERATIVE AGREEMENTS
Department of Health and Human Services
Centers for Disease Control and Prevention

Notice of Award

Issue Date: 03/04/2016



NATIONAL CENTER FOR ENVIRONMENTAL HEALTH

Grant Number: 5U38EH000947-05 REVISED
FAIN: U38EH000947

Principal Investigator(s):
THOMAS LAMBERT

Project Title: ENVIRONMENTAL PUBLIC HEALTH TRACKING PROGRAM-NETWORK IMPLEMENTATION

DOLORES COOPER
B. COTTON, FINANCIAL MANAGER
NEW HAMPSHIRE DEPT/HLTH STATISTI
29 HAZEN DRIVE
CONCORD, NH 03301

Award e-mailed to: dcooper@dhhs.state.nh.us

Budget Period: 08/01/2015 – 07/31/2016
Project Period: 08/01/2014 – 07/31/2017

Dear Business Official:

The Centers for Disease Control and Prevention hereby revises this award (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH ST DEPARTMENT OF HEALTH & HUMAN SERVICES in support of the above referenced project. This award is pursuant to the authority of 301(A)AND317(K)(2)PHS42USC241(A)247B(K)2 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Ralph U Robinson
Grants Management Officer
Centers for Disease Control and Prevention

Additional information follows

SECTION I – AWARD DATA – 5U38EH000947-05 REVISED**Award Calculation (U.S. Dollars)**

Salaries and Wages	\$317,557
Fringe Benefits	\$185,529
Personnel Costs (Subtotal)	\$503,086
Equipment	\$3,750
Supplies	\$3,718
Travel Costs	\$12,756
Other Costs	\$204,580
Consortium/Contractual Cost	\$198,700

Federal Direct Costs	\$926,590
Federal F&A Costs	\$40,200
Approved Budget	\$966,790
Federal Share	\$966,790
Less Unobligated Balance	\$211,576
TOTAL FEDERAL AWARD AMOUNT	\$755,214

AMOUNT OF THIS ACTION (FEDERAL SHARE) \$0

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

06 \$755,214

Fiscal Information:

CFDA Number: 93.070
EIN: 1026000618B3
Document Number: 000947EH14

IC	CAN	2015	2016
EH	939ZPRT	\$755,214	\$755,214

SUMMARY TOTALS FOR ALL YEARS			
YR	THIS AWARD		CUMULATIVE TOTALS
5	\$755,214		\$755,214
6	\$755,214		\$755,214

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project

CDC Administrative Data:

PCC: N / OC: 4151 / Processed: ROBINSONRU 03/04/2016

SECTION II – PAYMENT/HOTLINE INFORMATION – 5U38EH000947-05 REVISED

For payment information see Payment Information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

SECTION III – TERMS AND CONDITIONS – 5U38EH000947-05 REVISED

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

This award has been assigned the Federal Award Identification Number (FAIN) U38EH000947. Recipients must document the assigned FAIN on each consortium/subaward issued under this award.

Treatment of Program Income:
Additional Costs

SECTION IV – EH Special Terms and Conditions – 5U38EH000947-05 REVISED

Funding Opportunity Announcement (FOA) Number: **EH14-1403**
Award Number: **5 U38 EH000947-05**
Award Type: **Cooperative Agreement**
Applicable Cost Principles: 45 Code of Federal Regulations (CFR) Part 75, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards

45 CFR Part 75 supersedes regulations at 45 CFR Part 74 and Part 92

REVISED AWARD INFORMATION

1. The purpose of this amended (2) Notice of Award is to carry forward Year 04 unobligated funds in the amount of \$211,576.00 into Year 05. It is our understanding that funds will be used to support summer internship (2), travel, other costs, contractual and indirect costs for the New Hampshire Department of Health & Human Services Environmental Public Health Tracking Program. The activities have been reviewed and found to be appropriate and consistent with program objectives. It is our understanding the approved funds will be used to help address goals and objectives that were unmet from the prior year funding (FY2015). (See Attachment A for line item breakdown). This action was taken in accordance with your requests dated January 6, 2016.

2. Please be advised that the recipient must exercise proper stewardship over Federal funds by ensuring that all costs charged to the cooperative agreement are allowable, allocable, consistent and reasonable. If the Federal Financial Report indicates an amount less than the carryover amount, the award will be reduced by the difference.

3. These funds have been approved to support one-time activities to be completed by the end of the current budget period and do not reflect an increase in your on-going funding base.

4. **All other terms and conditions of this award remain in full affect, unless rescinded in writing by the Grants Management Officer.**

CDC CONTACT NAMES:

Grants Management Officer (GMO)
Ralph U. Robinson, Grants Management Officer
Office of Grants Services
Office of Financial Resources

Centers for Disease Control and Prevention (CDC)
 2920 Brandywine Road, MS-E01
 Atlanta, Georgia 30341-4146
 Telephone: (770) 488-2441
 E-mail: RRobinson6@cdc.gov

Grants Management Specialist

Terrian J. Dixon, Grants Management Specialist
 Office of Grants Services
 Office of Financial Resources
 Centers for Disease Control and Prevention (CDC)
 2920 Brandywine Road, MS-E01
 Atlanta, Georgia 30341-4146
 Telephone: (770) 488-2774
 E-mail: tdixon@cdc.gov

Programmatic Contact

Robert Kennedy, MBA-IT
 Environmental Public Health Tracking Branch
 Division of Environmental Hazards and Health Effects
 Centers for Disease Control and Prevention
 4770 Buford Hwy, N.E.; MS F-57
 Atlanta, Georgia 30341-3717
 Office (770) 488-3840
 Fax (770) 488-1538
 Email: Rok0@cdc.gov

STAFF CONTACTS

Grants Management Specialist: Terrian J Dixon
 Centers for Disease Control and Prevention
 Procurement and Grants Office
 Koger Center, Colgate Building
 2920 Brandywine Road, Mail Stop K 70
 Atlanta, GA 30341
Email: tdixon@cdc.gov **Phone:** 770-488-2774 **Fax:** 770-488-2777

Grants Management Officer: Ralph U Robinson
 Center for Disease Control and Prevention
 Procurement and Grants Office
 Koger Center/Colgate Bldg/Room 3218
 2920 Brandywine Road, MS K-70
 Atlanta, GA 30331
Email: inp2@cdc.gov **Phone:** 770-488-2441 **Fax:** 770-488-2670

SPREADSHEET SUMMARY

GRANT NUMBER: 5U38EH000947-05 REVISED

INSTITUTION: NH state Dept/Public Health

Budget	Year 5	Year 6
Salaries and Wages	\$317,557	
Fringe Benefits	\$185,529	
Personnel Costs (Subtotal)	\$503,086	
Equipment	\$3,750	
Supplies	\$3,718	
Travel Costs	\$12,756	
Other Costs	\$204,580	
Consortium/Contractual Cost	\$198,700	

TOTAL FEDERAL DC	\$926,590	\$634,634
TOTAL FEDERAL F&A	\$40,200	\$120,580
TOTAL COST	\$755,214	\$755,214



Nicholas A. Toumpas
Commissioner

José Thier Montero
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301-6503
603-271-4988 1-800-852-3345 Ext. 4988
Fax: 603-271-7623 TDD Access: 1-800-735-2964



FIS 15 172 ²

August 5, 2015

The Honorable Neal Kurk, Chairman
Fiscal Committee of the General Court, and

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

Dattison
Approved by Fiscal Committee 8/26/15 Date

Retroactive

REQUESTED ACTION

- Pursuant to the provisions of RSA 14:30-a, VI, Additional Revenues, authorize the Department of Health and Human Services, Division of Public Health Services, to accept and expend federal funds in the amount of \$257,214.00 from the Centers of Disease Control and Prevention to fund the New Hampshire Environmental Public Health Tracking Program effective upon date of approval by the Fiscal Committee and Governor and Council, **retroactive** to July 1, 2015, through December 31, 2015, and further authorize the funds to be allocated as follows. 100% Federal Funds
- Pursuant to the provisions of NH RSA 124:15, Positions Restricted, and subject to the approval of Item 1 above, authorize the Department of Health and Human Services, Division of Public Health Services, to retroactively amend Fiscal Item #FIS 15-002, approved on 1/23/15 and Governor and Council Item #7, approved on 2/11/15 to establish three full-time temporary (class 059) positions, utilizing funds from the United States Centers for Disease Control/Maintenance and Enhancement of the Environmental Public Health Tracking Network, by extending the end date from June 30, 2015 to December 31, 2015 effective upon Fiscal Committee and Governor and Council approval. The attached letter from the Division of Personnel contains the original approval for the establishment of these positions at requested classifications.

Full-time, temporary (class 059) position – Senior Management Analyst, Labor Grade 26
 Full-time, temporary (class 059) position – Program Planner III, Labor Grade 25
 Full-time, temporary (class 059) position – Program Planner III, Labor Grade 25

05-95-90-900510-5173 HEALTH AND SOCIAL SERVICES, DEPARTMENT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF PUBLIC HEALTH STATISTICS AND INFORMATICS, EPH TRACKING

SFY 2015

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
000-404369	Federal Funds	\$381,590.00	\$257,214.00	\$638,804.00

Total Revenue		\$381,590.00	\$257,214.00	\$638,804.00
010-500100	Personal Serv – Perm	\$102,368.00	\$0.00	\$102,368.00
020-500200	Current Expenses	\$2,653.00	\$0.00	\$2,653.00
022-500258	Rents-Leases Other Than State	\$150.00	\$0.00	\$150.00
026-500251	Organizational Dues	\$1.00	\$0.00	\$1.00
030-500330	Equipment	\$1.00	\$2,299.00	\$2,300.00
039-500188	Telecommunications	\$750.00	\$619.00	\$1,369.00
041-500801	Audit Fund Set Aside	\$304.00	\$257.00	\$561.00
042-500620	Additional Fringe Benefits	\$11,089.00	\$0.00	\$11,089.00
059-500117	Temp Full-Time	\$0.00	\$158,270.00	\$158,270.00
060-500601	Benefits	\$45,882.00	\$90,997.00	\$136,879.00
066-500543	Employee Training	\$1,385.00	\$4,600.00	\$5,985.00
070-500704	In State Travel Reimbursement	\$250.00	\$172.00	\$422.00
080-500710	Out of State Travel	\$4,500.00	\$0.00	\$4,500.00
102-500731	Contracts for Program Services	\$212,257.00	\$0.00	\$212,257.00
Total Expenses		\$381,590.00	\$257,214.00	\$638,804.00

EXPLANATION

This request is retroactive to July 1, 2015 due to the Continuing Resolution in effect for SFY 2016. These funds were not awarded until August 07, 2014, and were not included in the SFY 2015 budget. However, an Accept and Expend Request to the Fiscal Committee (FIS-15-002) and Governor and Council (Item# 7) was approved February 11, 2015.

Listed below are answers to standard questions required of all Fiscal Committee item requests, related to RSA 14:30-a, VI "Expenditure of funds over \$100,000 from any Non State Source", or RSA124:15,"Positions Authorized" or both:

1. Is the action required of this request a result of the Continuing Resolution for FY 2016?

No, this action would need to happen with or without the Continuing Resolution. It was anticipated that the new funds would be added to the Operating Budget for FY 2016-2017 during the working phase of the Budget. Due to staff shortages and timing, these funds did not get added to the Budget Request. This action accepts additional federal funds received after the development of the Operating Budget Request of FY 2016-2017.

2. If this request is retroactive what is the significance and importance of the action being effective from an earlier date?

This item is retroactive due to the positions funded by this grant. Based on the approval received in SFY 2015, the Department has successfully filled two of the new positions. We have one pending offer that have been accepted by a non-state

employee.

3. Is this a previously funded and ongoing program established through Fiscal Committee and Governor and Executive Council action? (If so, include as an attachment the original documents as approved and cite the specific dates of authorization and end dates for each action as part of your answer to this question.)

a. No, this is an ongoing grant, part of our Operating Budget. However, the increase in funding to support the newly created positions was established through Fiscal Committee and Governor and Council; but was not included in SFY 2016 approved Operating Budget. Fiscal Committee item #FIS 15-002, approved on 1/23/15 and Governor & Council Item #7, approved on February 11, 2015 with end dates of June 30, 2015. It was the intent to include these positions and funding in the FY16/17 Operating Budget, but was not.

4. Was funding for this program included in the FY 2014-2015 enacted Budget or requested and denied?

The ongoing funding for the EPHT program was in the FY 2014- 2015 enacted budget. These additional funds were added by the Fiscal Committee and Governor and Council during SFY 2015.

5. Is this program in total or in part, included in the vetoed FY 2016-2017 Operating Budget proposal currently pending for your department, or was it requested and denied?

a. The initial ongoing grant funding is included in the vetoed FY 2016-2017 Operating Budget. However, the increase and the new positions are not in the FY 2016-2017 budget.

6. Does this program include, either positions or consultants, and if so are the positions filled, vacant, or have offers pending? (Please provide details for each position and note whether consultant contracts have been awarded.)

This program does include positions. With the new funding we created three new positions. Two full time Program Planner III positions and one Senior Management Analyst for the EPHT program. Two of these positions were filled during SFY 2015 and the remaining position has been offered employment awaiting approval of this item. This pending candidate had a signed start date issued by the State of 8/19. The candidate gave their notice of leave to their former employer. A new tentative start date of 9/14 has been tentatively agreed upon. This delay has personal financial consequences for this candidate.

7. What would be the effect should this program be discontinued or not initiated as a result of this request being denied?

If this item is denied approval, the Department would need to initiate the lay-off of two of the newly hired staff and not be able to honor the existing offer on the last vacant

position.

The State of NH would lose analytical services related to environmental public health surveillance. The NH EPHT program has 4 filled FTEs which provide all of the environmental public health surveillance capacity within NH DPHS outside of infectious disease and healthy homes. NH EPHT is currently funded by CDC to work on 5 priority environmental health issues in NH and we have just started year 2 of the 3 year funding period.

The environment plays an important role in human health, and for this reason the Division of Public Health Services is responsible for the ongoing collection, integration, analysis, and interpretation of data about environmental hazards and the potential for resultant health effects. The main goal of this particular program is to protect communities by providing information to local public health authorities who will then be able to use the information to plan for, develop, apply, and evaluate public health actions designed to prevent and control environmentally related disease and illness. An example of a specific project would be to work in cooperation with the Department of Environmental Services to develop recommended guidelines for the safe use of freshwater beaches in the event of bacteriological contamination. At present beach safe use guidelines exist only for the marine environment.

Funds in class 030 are needed to purchase 2 laptop computers, docking stations, monitors and keyboards.

Funds in class 039 are being requested due to the increase in class 059.

Funds in class 041 are needed to pay the audit-fee set aside costs.

Funds in class 059 are needed to continue to fund two filled and one currently vacant positions as approved by Fiscal Committee and Governor and Council in SFY 2015.

Funds in class 060 are needed to fund the benefits for the three positions.

Funds in class 066 are needed are needed to provide new employees with training in the use of advanced statistical techniques for the analysis of health data.

Funds in class 070 are needed to pay for in-state travel costs associated with public presentations and working with local officials.

An increase in the number of staff increases personnel related costs including salary, benefits, in State travel expenses, training, and equipment.

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

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

1. List of personnel involved:

Senior Management Analyst -- 9T2744 Filled with a non state employee
Program Planner III (Data Analyst) -- 9T2742 Filled with a state employee

Program Planner III (Communication Specialist) - 9T2743 Vacant but offer made.

2. Nature, Need and Duration:

Senior Management Analyst - to oversee the collection of health statistics, to prepare reports drawing on advanced statistical techniques, to contribute to national public health data utilization activities in cooperation with the US Centers for Disease Control and Prevention, to aid in the interpretation of analytical results, and finally to provide guidance for the presentation of statistical content.

Data Analyst - to create report templates for displaying environmental health data on the Division of Public Health Services web page, to contribute to national public health data utilization activities in concert with the US Centers for Disease Control and Prevention, to provide quality control for health data and content, and to lead State and local environmental health data utilization projects (tick/Lyme disease surveillance, for example) as required as a condition of federal funding.

Communications Specialist - to oversee all communication activities including collaborations, communication planning, marketing, and outreach in order to inform local officials, community groups, and members of the public of best practices for managing environmental health threats.

This action is to enhance an existing program, the nature of which and the need for was reviewed as part of the approved SFY 14/15 operating budget. The work is ongoing and will continue subject to continuing approval by the Fiscal Committee, Governor and Council, and as the SFY 16/17 budget process.

3. Relationship to existing agency programs:

The Environmental Public Health Tracking Program is an existing program within the Division of Public Health Services.

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?

The increased grant award was received on 8/07/2014

6. Can portions of the grant fund be utilized for other purposes?

This request is 100% federally funded and can only be used for the purposes of the grant award.

7. Estimate the funds required to continue these positions:

Position (Salary & Benefits)	FY 2016	FY 2017
Senior Management Analyst	\$91,310	\$91,310
Program Planner III	\$87,411	\$87,411
Program Planner III	\$87,411	\$87,411


These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.

Area served: statewide

Source of funds: These funds are 100% Federal from Centers for Disease Control and Prevention (CDC) to fund the New Hampshire Environmental Health Tracking Program. Attached is the Notice of Grant Award and award history. Notice of these funds was received on 08/07/2014. They were not added to the operating budget because these are new funds recently granted to the State and were not anticipated at the time the budget was developed.

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

Respectfully submitted,


Marcella Jordan Bobinsky, MPH
Acting Director

Approved by: 
for Nicholas A. Toumpas
Commissioner

MJB/tl

AWARD HISTORY
EPHT
EH000947-04

Award Ending 07/31/2015	755,214	
Anticipated Award Ending 7/31/2016 (755,214/12*11)	<u>692,280</u>	
Expended through 6/30/15 Award Ending 7/31/2015 5U38EH000947-03 (14)	<u>(433,791)</u>	
Available Award Balance 7/1/15	1,013,703	
SFY 16 Appropriation **	(391,591)	
Bal Fwd	<u>(87,791)</u>	
Available to Accept in SFY 16	(479,382)	x 50% =
Amount Requested this Action	<u>257,214</u>	

CR 50% of 2015 budget
** SFY 16 Appropriation

5173-000	Current	OYR	Total	This Action	Revised Budget
EPHT	293,799	87,791	381,590	257,214	638,804
Adj for Other AU-Allocated	<u>97,792</u>	-	<u>97,792</u>		<u>97,792</u>
Total	391,591	87,791	479,382	257,214	736,596



COOPERATIVE AGREEMENTS
Department of Health and Human Services
Centers for Disease Control and Prevention
NATIONAL CENTER FOR ENVIRONMENTAL HEALTH

Notice of Award

Issue Date: 08/07/2014



Grant Number: 2U38EH000947-04
FAIN: U38EH000947

Principal Investigator(s):
JOSE THEIR MONTERO, MD

Project Title: ENVIRONMENTAL PUBLIC HEALTH TRACKING PROGRAM-NETWORK
IMPLEMENTATION

DOLORES COOPER
B. COTTON, FINANCIAL MANAGER
NEW HAMPSHIRE DEPT/HLTH STATISTI
29 HAZEN DRIVE
CONCORD, NH 03301

Budget Period: 08/01/2014 – 07/31/2015
Project Period: 08/01/2011 – 07/31/2017

Dear Business Official:

The Centers for Disease Control and Prevention hereby awards a grant in the amount of \$755,214 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH ST DEPARTMENT OF HEALTH & HUMAN SERVICES in support of the above referenced project. This award is pursuant to the authority of 301(A)AND317(K)(2)PHS42USC241(A)247B(K)2 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Ralph U Robinson
Grants Management Officer
Centers for Disease Control and Prevention

Additional information follows

SECTION I – AWARD DATA – 2U38EH000947-04

Award Calculation (U.S. Dollars)

Salaries and Wages	\$252,291 ✓
Fringe Benefits	\$147,567 ✓
Personnel Costs (Subtotal)	\$399,858 ✓
Equipment	\$3,000 ✓
Supplies	\$3,685 ✓
Travel Costs	\$9,528 ✓
Other Costs	\$47,101 ✓
Consortium/Contractual Cost	\$171,462 ✓

Federal Direct Costs	\$634,634
Federal F&A Costs	\$120,580
Approved Budget	\$755,214
Federal Share	\$755,214
TOTAL FEDERAL AWARD AMOUNT	\$755,214

AMOUNT OF THIS ACTION (FEDERAL SHARE) \$755,214

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

05 \$755,214
06 \$755,214

Fiscal Information:

CFDA Number: 93.070
EIN: 1026000618B3
Document Number: 000947EH14

IC	CAN	2014	2015	2016
EH	939ZPRT	\$755,214	\$755,214	\$755,214

SUMMARY TOTALS FOR ALL YEARS		
YR	THIS AWARD	CUMULATIVE TOTALS
4	\$755,214	\$755,214
5	\$755,214	\$755,214
6	\$755,214	\$755,214

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project

CDC Administrative Data:

PCC: N / OC: 4151 / Processed: ERAAPPS 08/06/2014

SECTION II – PAYMENT/HOTLINE INFORMATION – 2U38EH000947-04

For payment information see Payment Information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

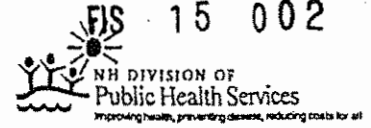
DEC31'14 PM 4:00 DAS

417



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301-6503
603-271-4988 1-800-852-3345 Ext. 4988
Fax: 603-271-7623 TDD Access: 1-800-735-2964



Nicholas A. Toumpas
Commissioner

José Thier Montero
Director

December 19, 2014

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and
Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

Rattson
Approved by Fiscal Committee 1/23/15 Date

REQUESTED ACTION

1. Pursuant to the provisions of RSA 14:30-a, VI, Additional Revenues, authorize the Department of Health and Human Services, Division of Public Health Services, to accept and expend federal funds in the amount of \$111,692.00 from the Centers of Disease Control and Prevention to fund the New Hampshire Environmental Public Health Tracking Program effective upon date of approval by the Fiscal Committee and Governor and Council, through June 30, 2015, and further authorize the funds to be allocated as follows. Grant funds awarded for periods after SFY 2015 will be included in the operating budgets for SFY 2016 and SFY 2017.

100% Federal Funds

05-95-90-900510-5173 HEALTH AND SOCIAL SERVICES, DEPARTMENT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF PUBLIC HEALTH STATISTICS AND INFORMATICS, EPH TRACKING

SFY 2015

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
000-404369	Federal Funds	\$646,336.00	\$111,692.00	\$758,028.00
Total Revenue		\$646,336.00	\$111,692.00	\$758,028.00
010-500100	Personal Serv -- Perm	\$209,046.00	\$0.00	\$209,046.00
020-500200	Current Expenses	\$5,181.00	\$0.00	\$5,181.00
022-500258	Rents-Leases Other Than State	\$300.00	\$0.00	\$300.00
026-500251	Organizational Dues	\$1.00	\$0.00	\$1.00
030-500330	Equipment	\$1.00	\$2,299.00	\$2,300.00
039-500188	Telecommunications	\$1,500.00	\$619.00	\$2,119.00
041-500801	Audit Fund Set Aside	\$608.00	\$109.00	\$717.00
042-500620	Additional Fringe Benefits	\$22,179.00	\$0.00	\$22,179.00
059-500117	Temp Full-Time	\$0.00	\$85,790.00	\$85,790.00
060-500601	Benefits	\$92,616.00	\$18,103.00	\$110,719.00
066-500543	Employee Training	\$2,770.00	\$4,600.00	\$7,370.00

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court, and
 Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 December 19, 2014
 Page 2

070-500704	In State Travel Reimbursement	\$500.00	\$172.00	\$672.00
080-500710	Out of State Travel	\$9,000.00	\$0.00	\$9,000.00
102-500731	Contracts for Program Services	\$302,634.00	\$0.00	\$302,634.00
Total Expenses		\$646,336.00	\$111,692.00	\$758,028.00

2. Pursuant to the provisions of NH RSA 124:15, Positions Restricted, and subject to the approval of item 1 above, authorize the Department of Health and Human Services, Division of Public Health Services, to establish 3 full-time temporary (Class 059) positions, utilizing funds from The United States Centers for Disease Control/Maintenance and Enhancement of the Environmental Public Health Tracking Network, effective upon date of approval by the Fiscal Committee and Governor and Council, through June 30, 2015. The attached letter from the Division of Personnel contains approval for the establishment of these positions at the requested classifications.

Full-time, temporary (Class 059) position – Senior Management Analyst, Labor Grade 26
 Full-time, temporary (Class 059) position – Program Planner III, Labor Grade 25
 Full-time, temporary (Class 059) position - Program Planner III Labor Grade 25

EXPLANATION

The environment plays an important role in human health, and for this reason the Division of Public Health Services is responsible for the ongoing collection, integration, analysis, and interpretation of data about environmental hazards and the potential for resultant health effects. The main goal of this particular program is to protect communities by providing information to local public health authorities who will then be able to use the information to plan for, develop, apply, and evaluate public health actions designed to prevent and control environmentally related disease and illness. An example of a specific project would be to work in cooperation with the Department of Environmental Services to develop recommended guidelines for the safe use of freshwater beaches in the event of bacteriological contamination. At present beach safe use guidelines exist only for the marine environment.

Funds in class 030 are needed to purchase 2 laptop computers, docking stations, monitors and keyboards.

Funds in class 039 are being requested due to the increase in class 059.

Funds in class 041 are needed to pay the audit-fee set aside costs.

Funds in class 059 are needed to fund the three new positions.

Funds in class 060 are needed to fund the benefits for the three new positions.

Funds in class 066 are needed are needed to provide new employees with training in the use of advanced statistical techniques for the analysis of health data.

Funds in class 070 are needed to pay for in-state travel costs associated with public presentations and working with local officials.

An increase in the number of staff increases personnel related costs including salary, benefits, in State travel expenses, training, and equipment.

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

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

1) List of personnel involved:

Senior Management Analyst - 9T2744
Program Planner III (Data Analyst) - 9T2742
Program Planner III (Communication Specialist) - 9T2743

2) Nature, Need and Duration:

Senior Management Analyst - 9T2744 to oversee the collection of health statistics, to prepare reports drawing on advanced statistical techniques, to contribute to national public health data utilization activities in cooperation with the US Centers for Disease Control and Prevention, to aid in the interpretation of analytical results, and finally to provide guidance for the presentation of statistical content.

Data Analyst - 9T2742 to create report templates for displaying environmental health data on the Division of Public Health Services web page, to contribute to national public health data utilization activities in concert with the US Centers for Disease Control and Prevention, to provide quality control for health data and content, and to lead State and local environmental health data utilization projects (tick/Lyme disease surveillance, for example) as required as a condition of federal funding.

Communications Specialist - 9T2743 to oversee all communication activities including collaborations, communication planning, marketing, and outreach in order to inform local officials, community groups, and members of the public of best practices for managing environmental health threats

3) Relationship to existing agency programs:

The Environmental Public Health Tracking Program is an existing program within the Division of Public Health Services.

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?

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and
Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
December 19, 2014
Page 4

This increased grant award was received on 8/07/2014.

6) Can portions of the grant fund be utilized for other purposes?

This request is 100% federally funded and can only be used for the purposes of the grant award.

7) Estimate the funds required to continue these positions:

Position (Salary & Benefits)	FY 2016	FY 2017
Senior Management Analyst	\$91,310	\$91,310
Program Planner III	\$87,411	\$87,411
Program Planner III	\$87,411	\$87,411

These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.

Area served: statewide

Source of funds: These funds are 100% Federal from Centers for Disease Control and Prevention (CDC) to fund the New Hampshire Environmental Health Tracking Program. Attached is the Notice of Grant Award and award history. Notice of these funds was received on 08/07/2014. They were not added to the operating budget because these are new funds recently granted to the State and were not anticipated at the time the budget was developed.

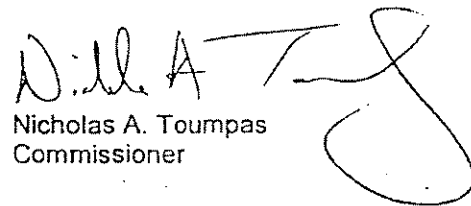
In the event that these Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



José Thier Montero, MD, MHCDS
Director

Approved by:



Nicholas A. Toumpas
Commissioner

JTM/II



LINDA M. HODGDON
Commissioner
(603) 271-3201

State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 28 School Street
Concord, New Hampshire 03301

SARA J. WILLINGHAM
Director of Personnel
(603) 271-3261

October 8, 2014

Marilyn Doe, Administrator II
Human Resources
Department of Health and Human Services
129 Pleasant St.
Concord, NH 03301

Regarding: Request to establish a full-time temporary Senior Management Analyst, labor grade 26

Dear Ms. Doe:

The Division of Personnel approves of your request dated September 26, 2014 to establish a full-time temporary Senior Management Analyst, labor grade 26 for the Division of Public Health Services, Public Health Systems and Informatics, and have assigned the position number of 9T2744 pending approval of funding.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15, and the Position Profile Form (PPF) is subsequently signed off on by the Department of Administrative Services Budget Office.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify me with documentation. Thank you.

Very truly yours,

Jennifer J. Elberfeld
Classification & Compensation Administrator

Cc: Sara J. Willingham, Director of Personnel



LINDA M. HODGDON
Commissioner
(603) 271-3201

State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 28 School Street
Concord, New Hampshire 03301

SARA J. WILLINGHAM
Director of Personnel
(603) 271-3261

October 8, 2014

Marilyn Doe, Administrator II
Human Resources
Department of Health and Human Services
129 Pleasant St.
Concord, NH 03301

Regarding: Request to establish a full-time temporary Program Planner III, labor grade 25

Dear Ms. Doe:

The Division of Personnel approves of your request dated September 26, 2014 to establish a full-time temporary Program Planner III, labor grade 25 for the Division of Public Health Services, Public Health Systems and Informatics, and have assigned the position number of 9T2742 pending approval of funding.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15, and the Position Profile Form (PPF) is subsequently signed off on by the Department of Administrative Services Budget Office.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify me with documentation. Thank you.

Very truly yours,

Jennifer J. Elberfeld
Classification & Compensation Administrator

Cc: Sara J. Willingham, Director of Personnel



LINDA M. HODGDON
Commissioner
(603) 271-3201

State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 28 School Street
Concord, New Hampshire 03301

SARA J. WILLINGHAM
Director of Personnel
(603) 271-3261

October 8, 2014

Marilyn Doe, Administrator II
Human Resources
Department of Health and Human Services
129 Pleasant St.
Concord, NH 03301

Regarding: Request to establish a full-time temporary Program Planner III, labor grade 25

Dear Ms. Doe:

The Division of Personnel approves of your request dated September 26, 2014 to establish a full-time temporary Program Planner III, labor grade 25 for the Division of Public Health Services, Public Health Systems and Informatics, and have assigned the position number of 9T2743 pending approval of funding.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15, and the Position Profile Form (PPF) is subsequently signed off on by the Department of Administrative Services Budget Office.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify me with documentation. Thank you.

Very truly yours,

Jennifer J. Elberfeld
Classification & Compensation Administrator

Cc: Sara J. Willingham, Director of Personnel

**AWARD HISTORY
EPHT
EH000947-04**

Award Ending 07/31/2015	692,280
Award Ending 7/31/2014 5U38EH000947-03 (13)	465,330
Award Ending 7/31/2014 5U38EH000947-02* (12)	784,625
Expended through 6/30/14	
Award Ending 7/31/2014 5U38EH000947-03 (13)	(346,003)
Award Ending 7/31/2014 5U38EH000947-02* (12)	(720,436)
Unobligated Balance Unable to Spend	<u> -</u>
Award Balance 7/1/14	875,796
SFY 15 Appropriation **	(710,528)
Bal Fwd	<u>(53,576)</u>
Available to Accept in SFY 15	111,692
Amount Requested this Action	<u><u>111,692</u></u>

**** SFY 15 Appropriation**

5173-000	Current	OYR	Total	This Action	Revised Budget
Other AU-000					



COOPERATIVE AGREEMENTS
Department of Health and Human Services
Centers for Disease Control and Prevention
NATIONAL CENTER FOR ENVIRONMENTAL HEALTH

Notice of Award

Issue Date: 08/07/2014



Grant Number: 2U38EH000947-04
FAIN: U38EH000947

Principal Investigator(s):
JOSE THEIR MONTERO, MD

Project Title: ENVIRONMENTAL PUBLIC HEALTH TRACKING PROGRAM-NETWORK
IMPLEMENTATION

DOLORES COOPER
B. COTTON, FINANCIAL MANAGER
NEW HAMPSHIRE DEPT/HLTH STATISTI
29 HAZEN DRIVE
CONCORD, NH 03301

Budget Period: 08/01/2014 – 07/31/2015
Project Period: 08/01/2011 – 07/31/2017

Dear Business Official:

The Centers for Disease Control and Prevention hereby awards a grant in the amount of \$755,214 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH ST DEPARTMENT OF HEALTH & HUMAN SERVICES in support of the above referenced project. This award is pursuant to the authority of 301(A)AND317(K)(2)PHS42USC241(A)247B(K)2 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Ralph U. Robinson
Grants Management Officer
Centers for Disease Control and Prevention

Additional information follows

SECTION I - AWARD DATA - 2U38EH000947-04

Award Calculation (U.S. Dollars)

Salaries and Wages	\$252,291
Fringe Benefits	\$147,567
Personnel Costs (Subtotal)	\$399,858
Equipment	\$3,000
Supplies	\$3,885
Travel Costs	\$9,528
Other Costs	\$47,101
Consortium/Contractual Cost	\$171,462

Federal Direct Costs	\$634,634
Federal F&A Costs	\$120,580
Approved Budget	\$755,214
Federal Share	\$755,214
TOTAL FEDERAL AWARD AMOUNT	\$755,214

AMOUNT OF THIS ACTION (FEDERAL SHARE) \$755,214

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

05 \$755,214
06 \$755,214

Fiscal Information:

CFDA Number: 93.070
EIN: 1026000618B3
Document Number: 000947EH14

IC	CAN	2014	2015	2016
EH	939ZPRT	\$755,214	\$755,214	\$755,214

SUMMARY TOTALS FOR ALL YEARS		
YR	THIS AWARD	CUMULATIVE TOTALS
4	\$755,214	\$755,214
5	\$755,214	\$755,214
6	\$755,214	\$755,214

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

CDC Administrative Data:

PCC: N / OC: 4151 / Processed: ERAAPPS 08/06/2014

SECTION II - PAYMENT/HOTLINE INFORMATION - 2U38EH000947-04

For payment information see Payment Information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

-12-



COOPERATIVE AGREEMENTS
Department of Health and Human Services
Centers for Disease Control and Prevention
NATIONAL CENTER FOR ENVIRONMENTAL HEALTH

Notice of Award

Issue Date: 04/03/2014



Grant Number: 5U38EH000947-02 REVISED

Principal Investigator(s):
JOSE THEIR MONTERO, MD

Project Title: PPHF-12-ENVIRONMENTAL PUBLIC HEALTH TRACKING PROGRAM-
NETWORK IMPLEMENTATION

B. COTTON, FINANCIAL MANAGER
NEW HAMPSHIRE DEPT/HLTH STATISTI
29 HAZEN DRIVE
CONCORD, NH 03301

Budget Period: 08/01/2012 – 07/31/2014
Project Period: 08/01/2011 – 07/31/2014

Dear Business Official:

The Centers for Disease Control and Prevention hereby revises this award (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH ST DEPARTMENT OF HEALTH & HUMAN SERVICES in support of the above referenced project. This award is pursuant to the authority of 301(A)AND317(K)(2)PHS42USC241(A)247B(K)2 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Ralph U Robinson
Grants Management Officer
Centers for Disease Control and Prevention

Additional information follows

SECTION I – AWARD DATA – 5U38EH000947-02 REVISED

Award Calculation (U.S. Dollars)

Salaries and Wages	\$216,912
Fringe Benefits	\$91,314
Personnel Costs (Subtotal)	\$308,226
Equipment	\$4,527
Supplies	\$2,375
Travel Costs	\$9,528
Other Costs	\$51,688
Consortium/Contractual Cost	\$279,186

Federal Direct Costs	\$655,530
Federal F&A Costs	\$129,095
Approved Budget	\$784,625
Federal Share	\$784,625
Less Unobligated Balance	\$68,733
TOTAL FEDERAL AWARD AMOUNT	\$715,892

AMOUNT OF THIS ACTION (FEDERAL SHARE) \$0

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

03 \$715,892

Fiscal Information:

CFDA Number: 93.538
 EIN: 1026000618B3
 Document Number: 000947NE12

IC	CAN	2012	2014
EH	939ZMPY	\$715,892	\$715,892

SUMMARY TOTALS FOR ALL YEARS			
YR	THIS AWARD		CUMULATIVE TOTALS
2		\$715,892	\$715,892
3		\$715,892	\$715,892

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

CDC Administrative Data:

PCC: N / OC: 4151 / Processed: ERAAPPS 04/03/2014

SECTION II – PAYMENT/HOTLINE INFORMATION – 5U38EH000947-02 REVISED

For payment information see Payment Information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

SECTION III – TERMS AND CONDITIONS – 5U38EH000947-02 REVISED

-13-



Notice of Award

COOPERATIVE AGREEMENTS
Department of Health and Human Services
Centers for Disease Control and Prevention
NATIONAL CENTER FOR ENVIRONMENTAL HEALTH

Issue Date: 08/28/2013



Grant Number: 5U38EH000947-03

Principal Investigator(s):
JOSE THEIR MONTERO, MD

465,330

Project Title: PPHF-13-ENVIRONMENTAL PUBLIC HEALTH TRACKING PROGRAM-
NETWORK IMPLEMENTATION

B. COTTON, FINANCIAL MANAGER
NEW HAMPSHIRE DEPT/HLTH STATISTI
29 HAZEN DRIVE
CONCORD, NH 03301

Budget Period: 08/01/2013 - 07/31/2014
Project Period: 08/01/2011 - 07/31/2014

Dear Business Official:

The Centers for Disease Control and Prevention hereby awards a grant in the amount of \$465,330 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH ST DEPARTMENT OF HEALTH & HUMAN SERVICES in support of the above referenced project. This award is pursuant to the authority of 301(A) AND 317(K) (2) PHS 42 USC 241(A) 247B(K)2 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Gladys T. Gisseritanha
Grants Management Officer
Centers for Disease Control and Prevention

Additional information follows

SECTION I – AWARD DATA – 5U38EH000947-03

Award Calculation (U.S. Dollars)

Salaries and Wages	\$142,436
Fringe Benefits	\$85,357
Personnel Costs (Subtotal)	\$227,793
Equipment	\$12,109
Supplies	\$1,050
Travel Costs	\$6,815
Other Costs	\$52,909
Consortium/Contractual Cost	\$90,358

Federal Direct Costs	\$391,034
Federal F&A Costs	\$74,296
Approved Budget	\$465,330
Federal Share	\$465,330
TOTAL FEDERAL AWARD AMOUNT	\$465,330

AMOUNT OF THIS ACTION (FEDERAL SHARE) \$465,330

Fiscal Information:

CFDA Number: 93.538
 EIN: 1026000618B3
 Document Number: 000947NE13

IC	CAN	2013
EH	939ZMPY	\$465,330

SUMMARY TOTALS FOR ALL YEARS		
YR	THIS AWARD	CUMULATIVE TOTALS
3	\$465,330	\$465,330

CDC Administrative Data:

PCC: N / OC: 4141 / Processed: ERAAPPS 08/28/2013

SECTION II – PAYMENT/HOTLINE INFORMATION – 5U38EH000947-03

For payment information see Payment information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhtips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

SECTION III – TERMS AND CONDITIONS – 5U38EH000947-03

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.



State of New Hampshire
DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

FIS 16 094

VICKI V. QUIRAM
Commissioner
(603)-271-3201

JOSEPH B. BOUCHARD
Assistant Commissioner
(603)-271-3204

June 1, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan
and the Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 124:15, and contingent on the approval of request number two, authorize the Department of Administrative Services, Bureau of Plant/Property Management, Plant-Property Administration, to establish one (1) temporary part-time, class 050 position for the purpose of supporting the State Energy Manager's office for programs which reduce energy consumption and reduce costs in New Hampshire State buildings. Effective upon Fiscal Committee and Governor and Council approval for the period of July 1, 2016 through June 30, 2017. **100% Agency Income**

2. Authorize the Department of Administrative Services, Bureau of Plant/Property Management, Plant-Property Administration, to accept and expend a grant from the New Hampshire Office of Energy and Planning in an amount not to exceed \$37,000 for the purpose of supporting the State Energy Manager's office for programs which reduce energy consumption and reduce costs in New Hampshire State buildings. Effective upon Governor and Council approval for the period of July 1, 2016 through June 30, 2017. **100% Agency Income**

Funds will be budgeted as follows:

01-14-14-141500-14400000 Department of Administrative Services, Bureau of Plant/Property Management, Plant-Property Administration

Class	Description	FY17 Current		Requested Action	Revised FY2017	
		Adjusted	Authorized		Adjusted	Authorized
009-407017	Agency Income		\$0	(\$37,000)		(\$37,000)
010-500100	Personal Services		\$ 211,988	\$ 0		\$211,988
011-500126	Unclassified Personal Serv		\$ 94,375	\$ 0		\$ 94,375
020-500200	Current Expense		\$ 1,101	\$ 0		\$ 1,101
037-500165	Technology Hardware		\$ 1	\$ 0		\$ 1
038-500175	Technology Software		\$ 1	\$ 0		\$ 1
039-500180	Telecommunications		\$ 1,500	\$ 0		\$ 1,500
050-500109	Personal Serv – Temp		\$ 0	\$ 30,311		\$ 30,311
060-500601	Benefits		\$ 139,567	\$ 2,320		\$141,887
070-500704	In-State Travel Reimb		\$ 329	\$ 162		\$ 491
080-500710	Out-of-State Travel		\$ 1	\$ 1,200		\$ 1,201
103-502507	Contracts Program Serv		\$ 0	\$ 3,007		\$ 3,007
	Totals		\$ 448,863	\$ 37,000		\$ 485,863

EXPLANATION

This grant will fund one (1) existing part-time position that will provide support for programs to reduce energy consumption and reduce costs in New Hampshire State buildings. The Planning Analyst/Data Systems position duties include improving the functionality of the state energy database and investigate to enhance its quality and its utility as a planning tool for energy efficiency projects. It will also fund additional travel expenditures and contracted services for energy efficiency in state-owned buildings

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

- 1) *List of personnel involved:* One (1) temporary part-time Planning Analyst/Data Systems position
- 2) *Nature, Need, and Duration:* To provide support for programs to reduce energy consumption and reduce costs in New Hampshire State buildings, through June 30, 2017
- 3) *Relationship to existing agency programs:* This position will provide support to the DAS State Energy Manager's office
- 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?* The funds were unanticipated at the time the budget was created

- 6) *Can portions of the grant funds be utilized?* Grant funds are being utilized for this position
- 7) *Estimate the funds required to continue this position:* Funds for this position are estimated at \$32,631 through the duration of the MOA through June 30, 2017.

Class 050 – Personal Serv. Part-Time Temporary funds will be used to pay the salary of one part-time Planning Analyst/Data Systems position

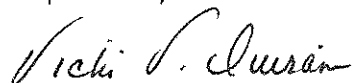
Class 060 – Benefits funds will be used to pay the benefits associated with the temporary part-time position

Class 070 – In-State Travel funds will be used for travel to other agencies to train employees on the energy database

Class 080 – Out-of-State Travel funds will be used for 2 employees to attend a 3-day federal energy conference. Workshops will provide relevant training to the Energy Management Office staff and will introduce new energy technologies that could be used in state buildings

Class 103 – Contracts for Program Services will be used to hire a consultant to assist with program development in the areas of retro-commissioning and/or energy saving performance contracts.

Respectfully submitted,



Vicki V. Quiram
Commissioner

**MEMORANDUM OF AGREEMENT
BETWEEN
OFFICE OF ENERGY AND PLANNING
AND
DEPARTMENT OF ADMINISTRATIVE SERVICES**

This MOA describes activities that have been agreed to between the New Hampshire Office of Energy and Planning (OEP) and Department of Administrative Services (DAS) to utilize funding provided by OEP to reduce energy consumption and costs in state buildings. This agreement will become effective June 1, 2016, upon approval by Governor and Council. The project completion date is June 30, 2017.

For the purposes of this Agreement, OEP and DAS agree as follows:

1. The agencies shall assign appropriate staff to oversee the implementation of this Agreement.
2. The program funds may be used to:
 - a. Expand the State's use of retro-commissioning analyses to identify energy- and cost-saving measures in State buildings;
 - b. Streamline the State's Energy Saving Performance Contracting (ESPC) process. This may include developing tools such as standardized RFP's, contracts and State project management guidelines;
 - c. Education for State Energy Manager or other appropriate DAS Staff;
 - d. State Energy Database improvements. This may provide support for implementation of an updated online interface designed to make the state energy database more useful for studying and planning for energy use in State buildings, or to convert the current State Database to a standardized program that requires less internal support, in order to increase analytical functions and facilitate comparison of energy use in like buildings; and
3. Up to \$1,200.00 of funds provided may be used for educational purposes as approved by OEP.
4. DAS shall submit a detailed Program Plan for approval by OEP within 30 days of G&C approval of this agreement. The Program Plan may include:
 - a. Definition of goals, milestones, deliverables, and outcomes for expanding the use of retro-commissioning analyses in State buildings;
 - b. Definition of goals, milestones, deliverables, and outcomes for streamlining and improving the efficiency of ESPC for State buildings;
 - c. Proposal for education for State Energy Manager and staff;
 - d. Definition of goals, milestones, deliverables, and outcomes for upgrades to the state energy database; and

- e. Other appropriate opportunities to utilize the US DOE funding that DAS wishes to propose.
5. OEP shall respond to the proposed Program Plan within 15 days of receipt and either approve the plan or recommend changes. Subsequent submittals and approvals shall be subject to the same 15 day time period.
6. DAS shall administer the program(s).
7. DAS shall submit quarterly reports to OEP that include the following, if applicable:
 - a. Improvements to the State Energy Database: number of accounts reporting reliably
 - b. Improvements to the State Energy Database: percentage of accounts reporting reliably
 - c. Improvements to the State Energy Database: number of accounts cleaned and made useful
 - d. Measured reduction in energy use per square foot of occupied State Office space normalized for weather conditions
 - e. A description of any education workshops, training and education sessions offered for performance contracting and the State Energy Database; including number of participants in each
 - f. A description of any relevant education sessions attended by DAS;
 - g. A description of actions advancing work supported by prior SEP-funded contracts including retro-commissioning and ESPCs.
8. PROJECT COST: OEP shall provide funding in an amount up to \$2,000.00 in FY 2016 and up to \$35,000.00 for FY 2017. FY 2016 funding must be spent prior to June 30, 2016. FY 2017 funding is available for DAS use, through a system of invoicing and reimbursement, until June 30, 2017.
9. INVOICING: DAS will submit detailed invoices and related backup documentation within 15 days following the close of each fiscal quarter. Invoicing for fourth quarter of any fiscal year will be done as soon as feasible to ensure compliance with year-end deadlines.
10. TERMINATION: Either party may terminate this agreement upon providing written notice to the other thirty (30) days prior to termination. Upon termination, DAS will be paid for all qualifying work completed prior to termination.
11. DURATION: The project duration extends from, June 1, 2016, the date of approval by Governor and Council, through June 30, 2017 for program activities, invoicing and program year closeout, unless terminated by either party, or extended in writing by subsequent agreement of the parties and acceptance by Governor and Council.

IN WITNESS WHEREOF, the respective parties have hereunto set their hands on the dates indicated.

MATH
Meredith A. Hatfield, Director
NH Office of Energy and Planning

5/3/16
Date

Vicki V. Quiram
Vicki V. Quiram, Commissioner
NH Department of Administrative Services

5/5/16
Date

Approved as to form, execution and substance:

OFFICE OF THE ATTORNEY GENERAL

By: [Signature]
Assistant Attorney General

Date: May 5, 2016

I hereby certify that the foregoing agreement was approved by the Governor and Council of the State of New Hampshire at their meeting on _____, _____.

OFFICE OF THE SECRETARY OF STATE

By: _____

Title: _____



State of New Hampshire
 DEPARTMENT OF ADMINISTRATIVE SERVICES
 OFFICE OF THE COMMISSIONER
 25 Capitol Street – Room 120
 Concord, New Hampshire 03301

FIS 16 101

VICKI V. QUIRAM
 Commissioner
 (603)-271-3201

JOSEPH B. BOUCHARD
 Assistant Commissioner
 (603)-271-3204

June 6, 2016

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of Chapter 276:4, Laws of 2015, Transfer Among Accounts and Classes, authorize the Department of Administrative Services to transfer funds in and among accounting units in the amount of \$92,845. The adjustment is summarized below and detailed on the attached worksheet. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2017. **Funding Source: 35.39% General Funds, 64.61% Transfers from Other Agencies**

SFY 2017

<u>Division</u>	<u>Account</u>	<u>Amount</u>
Office of Cost Containment	86230000	\$ 32,858
Bureau Facilities-Assets Management	20420000	\$ 59,987

EXPLANATION

The first transfer reflects a transfer of funds within the Office of Cost Containment from class 050, part-time temporary to class 059, full-time temporary. The second transfer of funds within the Bureau of Facilities-Assets Management is from class 012, unclassified salaries to class 059, full-time temporary. These transfers will provide for the continued efficient operation of the Department.

The following is the information specifically required when transfers are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested action.

- A. *Justification:* The transfer of funds within the Office of Cost Containment is from part-time temporary to full-time temporary. This transfer is being requested to address the high turnover rate of part-time help the office is experiencing. Funds that would support two part-time staff are being transferred to fund one full-time temporary staff member, with the expectation that the Office will have better results retaining the full-time temporary position.

The second transfer of the Bureau of Facilities and Asset Management is due to a recently vacated unclassified position that is being converted into a classified position. A temporary full-time position is being established for FY17 and a request for a permanent classified position is being requested in the FY18-19 budget.

- B. *Does this transfer involve continuing programs or one-time projects?* This transfer involves continuing programs;
- C. *Is this transfer required to maintain existing program levels or will it increase the program level?* This transfer is required to maintain existing program levels;
- D. *Cite any requirements which make this program mandatory.* The programs for the Department are mandated by various state and federal laws;
- E. *Identify the source of funds on all accounts listed on this transfer.* See the attached worksheet for the source of funds for all accounts;
- F. *Will there be any effect on revenue if this transfer is not approved?* There is no anticipated effect on revenue as a result of this transfer;
- G. *Are funds expected to lapse if this transfer is not approved?* It is anticipated that some funds will lapse whether this transfer is approved or not;
- H. *Are personnel services involved?* Yes, personnel services are involved. This request transfers funds that support two part-time positions to support one full-time temporary position, and moves funds from a vacant unclassified to a full-time temporary position.

The Department has conducted a detailed review of these line items in the budget to ensure that available funds are maximized to the greatest degree possible.

Respectfully submitted,



Vicki V. Quiram
Commissioner

Co.	Bur/Div	Acct Unit	Description	Class	Class Description	Current Adjusted Authorized	Amount to Transfer	Revised Adj Authorized
0010	1400	86230000	OFFICE OF COST CONTAINMENT	010-500100	PERSONAL SERVICES PERM CLAS	268,373		268,373
0010	1400	86230000	OFFICE OF COST CONTAINMENT	020-500200	CURRENT EXPENSES	49,000		49,000
0010	1400	86230000	OFFICE OF COST CONTAINMENT	024-500227	MAINT OTHER THAN BUILD-GRN	1,600		1,600
0010	1400	86230000	OFFICE OF COST CONTAINMENT	039-500188	TELECOMMUNICATIONS	2,970		2,970
0010	1400	86230000	OFFICE OF COST CONTAINMENT	050-500109	PERSONAL SERVICE TEMP APPOI	113,707	-32,858	80,849
0011	1400	86230000	OFFICE OF COST CONTAINMENT	059-500117	FT PERSONAL SERVICE TEMP APPOI	0	32,858	32,858
0010	1400	86230000	OFFICE OF COST CONTAINMENT	060-500602	BENEFITS	183,336		183,336
0010	1400	86230000	OFFICE OF COST CONTAINMENT	070-500704	IN STATE TRAVEL REIMBURSEME	3,600		3,600
			TOTAL			622,586	0	622,586
			REVENUES					
			Total General Funds	010-000010		622,586	0	622,586
			TOTAL REVENUES			622,586	0	622,586
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	010-500100	PERSONAL SERVICES PERM CLAS	799,010		799,010
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	012-500128	PERSONAL SERVICES UNCLASSIFIED	79,193	-59,987	19,206
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	018-500106	OVERTIME	31,000		31,000
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	020-500200	CURRENT EXPENSES	226,650		226,650
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	022-500255	RENTS-LEASES OTHER THAN STA	50,000		50,000
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	023-500210	HEAT ELECTRICITY WATER	2,697,696		2,697,696
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	030-500301	EQUIPMENT NEW REPLACEMENT	70,660		70,660
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	035-583514	SHARED SERVICE SUPPORT	13,387		13,387
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	039-500188	TELECOMMUNICATIONS	20,610		20,610
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	047-500240	OWN FORCES MAINT BUILD-GRN	42,000		42,000
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	048-500226	CONTRACTUAL MAINT BUILD-GRN	700,000		700,000
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	050-500109	PERSONAL SERVICE TEMP APPOI	322,179		322,179
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	059-500117	FT PERSONAL SERVICE TEMP APPOI	0	59,987	59,987
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	060-500602	BENEFITS	588,860		588,860
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	070-500704	IN STATE TRAVEL REIMBURSEME	4,600		4,600
0010	1415	20420000	FACILITIES-ASSETS MANAGEMENT	103-500735	CONTRACTS FOR OP SERVICES	45,300		45,300
			TOTAL			5,691,145	0	5,691,145
			REVENUES					
			Total General Funds	010-000010		0	0	0
			Tranfers Other Agencies	various		5,691,145	0	5,691,145
			TOTAL REVENUES			5,691,145	0	5,691,145



State of New Hampshire
 DEPARTMENT OF ADMINISTRATIVE SERVICES
 OFFICE OF THE COMMISSIONER
 25 Capitol Street – Room 120
 Concord, New Hampshire 03301

FIS 16 106

VICKI V. QUIRAM
 Commissioner
 (603)-271-3201

JOSEPH B. BOUCHARD
 Assistant Commissioner
 (603)-271-3204

June 8, 2016

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of Chapter 276:4, Laws of 2015, Transfer Among Accounts and Classes, authorize the Department of Administrative Services to transfer funds in and among accounting units in the amount of \$50,000. The adjustment is summarized below and detailed on the attached worksheet. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2016. **Funding Source: 100% General Funds**

SFY 2016

<u>Division</u>	<u>Account</u>	<u>Amount</u>
Retiree Health Benefits	29030000	\$ 50,000

EXPLANATION

The transfer reflects an increase into Accounting Unit 29030000, Retiree Health Benefits which will require additional funds, from Accounting Unit 29500000, General Services Maintenance & Grounds, which experienced lower than anticipated utility expenditures. This transfer will provide for the anticipated shortfall of retiree health insurance costs.

The following is the information specifically required when transfers are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested action.

- A. *Justification:* This transfer is to cover a projected shortfall in the Retiree Health Benefits account for FY16. Energy savings were realized in the Heat-Electricity-Water class line due to new utility contracts being negotiated and lower than anticipated expenditures for FY16.
- B. *Does this transfer involve continuing programs or one-time projects?* This transfer involves continuing programs;

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
June 8, 2016
Page 2 of 2

- C. *Is this transfer required to maintain existing program levels or will it increase the program level?* This transfer is required to maintain existing program levels;
- D. *Cite any requirements which make this program mandatory.* The programs for the Department are mandated by various state and federal laws;
- E. *Identify the source of funds on all accounts listed on this transfer.* See the attached worksheet for the source of funds for all accounts;
- F. *Will there be any effect on revenue if this transfer is not approved?* There is no anticipated effect on revenue as a result of this transfer;
- G. *Are funds expected to lapse if this transfer is not approved?* It is anticipated that some funds will lapse whether this transfer is approved or not;
- H. *Are personnel services involved?* No

The Department has conducted a detailed review of these line items in the budget to ensure that available funds are maximized to the greatest degree possible.

Respectfully submitted,



Vicki V. Quiram
Commissioner

Co.	Bur/Div	Acct Unit	Description	Class	Class Description	Current Adjusted Authorized	Amount to Transfer	Revised Adj Authorized
0010	1435	29030000	RETIREE HEALTH BENEFITS	102-500731	CONTRACTS FOR PROGRAM SERV	69,832,381	50,000	69,882,381
			TOTAL			69,832,381	50,000	69,882,381
			REVENUES					
			Transfer Other Agency	001-486499		19,973,071		19,973,071
			Agency Income	008-402308		12,095,675		12,095,675
			Agency Income	Various		5,351,384		5,351,384
			Total General Funds	010-000010		32,412,251	50,000	32,462,251
			TOTAL REVENUES			69,832,381	50,000	69,882,381
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	010-500100	PERSONAL SERVICES PERM CLAS	733,952		733,952
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	018-500106	OVERTIME	56,069		56,069
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	020-500200	CURRENT EXPENSES	198,835		198,835
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	022-500255	RENTS-LEASES OTHER THAN STA	1,209		1,209
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	023-500210	HEAT ELECTRICITY WATER	1,201,073	-50,000	1,151,073
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	024-500225	MAINT OTHER THAN BUILD-GRN	1		1
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	030-500301	EQUIPMENT NEW REPLACEMENT	801		801
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	039-500188	TELECOMMUNICATIONS	16,710		16,710
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	047-500240	OWN FORCES MAINT BUILD-GRN	24,341		24,341
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	048-500226	CONTRACTUAL MAINT BUILD-GRN	645,262		645,262
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	050-500109	PERSONAL SERVICE TEMP APPOI	263,413		263,413
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	060-500602	BENEFITS	447,945		447,945
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	061-500536	UNEMPLOYMENT COMPENSATION	7		7
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	070-500704	IN STATE TRAVEL REIMBURSEME	6,654		6,654
0010	1415	29500000	GENERAL SERVICES MAINT & GRND	103-500735	CONTRACTS FOR OP SERVICES	108,783		108,783
			TOTAL			3,705,055	-50,000	3,655,055
			REVENUES					
			Total General Funds	010-000010		3,628,304	-50,000	3,578,304
			Transfers Other Agencies	various		76,751	0	76,751
			TOTAL REVENUES			3,705,055	-50,000	3,655,055

The State of New Hampshire

ADMINISTRATIVE OFFICE OF THE COURTS

Christopher Keating
Director

Two Charles Doe Drive
Concord, NH 03301
(603) 271-2521
Fax: (603) 513-5454
eMail: aoc@courts.state.nh.us
TTY/TDD Relay: (800) 735-2964

June 7, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Dear Chairman Kurk,

REQUESTED ACTION

Pursuant to Chapter 276:23 of the Laws of 2015, Judicial Branch; Transfers, the Judicial Branch respectfully requests authorization to transfer appropriation between expenditure classes in the amount of \$499,620 to make the most efficient use of limited funding resources, effective upon Fiscal Committee approval through June 30, 2016. 100% General Funds

These funds should be budgeted as follows:

02-10-10-100010-18800000 FY 2016 Supreme, Superior Courts				
Source of Funds				
Class	Description	Current Budget	Incr/(Decr)	Modified Budget
	General Funds	36,250,963.74	0.00	36,250,963.74
	Highway Funds	600,000.00	0.00	600,000.00
Totals		36,850,963.74	0.00	36,850,963.74

Class	Description	Current Budget	Incr/(Decr)	Modified Budget
010-500100	Personal Services-Perm. Classified	11,237,412.00	-195,000.00	11,042,412.00
011-500102	Personal Services-Unclassified	3,875,499.00		3,875,499.00
012-500128	Personal Services-Unclassified 2	126,741.00		126,741.00

018-500106	Overtime	3,500.00	20,000.00	23,500.00
020-500216	Current Expenses	499,393.00	15,000.00	514,393.00
022-500255	Rents & Leases-Other Than State	121,325.00		121,325.00
024-500227	Maint.Other Than Build.- Grnds	36,690.00		36,690.00
026-500251	Organizational Dues	119,538.00		119,538.00
027-502799	Transfers To DOIT	10,213.00		10,213.00
030-500321	Equipment New/Replacement	130,248.33		130,248.33
038-500177	Technology-Software	17,944.00		17,944.00
039-500180	Telecommunications	225,749.00		225,749.00
046-500496	Consultants	332,516.00		332,516.00
048-500226	Contractual Maint Build-Grounds	6,230.00	8,000.00	14,230.00
049-500294	Transfers to Other State Agencies	8,851,732.00		8,851,732.00
050-500109	Personal Serv.-Temp/Appointee	502,636.00	175,000.00	677,636.00
057-500531	Books, Periodicals, Subscriptions	491,200.00		491,200.00
060-500601	Benefits	9,098,199.00		9,098,199.00
061-500536	Unemployment Compensation	30,000.00		30,000.00
066-500544	Employee Training	102,048.41	20,000.00	122,048.41
068-500561	Remuneration	9,000.00		9,000.00
070-500704	In-State Travel Reimbursement	118,550.00		118,550.00
080-500710	Out-of-State Travel Reimb	2,500.00		2,500.00
104-500742	Certification Expense	1,000.00		1,000.00
108-500751	Provider Payments-Legal Services	5,000.00	5,000.00	10,000.00
227-500762	Jury Fees and Expenses	800,000.00	-49,000.00	751,000.00
230-500765	Interpreter Services	90,000.00		90,000.00
235-500784	Transcription Services	6,100.00	1,000.00	7,100.00
Totals		36,850,963.74	0.00	36,850,963.74

02-10-10-100010-86700000 FY 2016 Circuit Courts				
Source of Funds				
Class	Description	Current Budget	Incr/(Decr)	Modified Budget
	General Funds	35,693,276.03	-126,000.00	35,567,276.03
	Highway Funds	1,400,000.00	0.00	1,400,000.00
	Other Funds	1,044,823.00	0.00	1,044,823.00
Totals		38,138,099.03	-126,000.00	38,012,099.03

Class	Description	Current Budget	Incr/(Decr)	Modified Budget
010-500100	Personal Services-Perm. Classified	13,296,634.00	-195,120.00	13,101,514.00
011-500102	Personal Services-Unclassified	6,342,880.00		6,342,880.00
012-500128	Personal Services-Unclassified 2	161,744.00	70,000.00	231,744.00

016-500141	Personal Services Non Classified	634,666.00		634,666.00
018-500106	Overtime	10,000.00	40,000.00	50,000.00
020-500216	Current Expenses	861,824.27	10,000.00	871,824.27
022-500255	Rents & Leases-Other Than State	198,927.00		198,927.00
024-500227	Maint.Other Than Build.- Grnds	77,210.00		77,210.00
026-500251	Organizational Dues	3,150.00		3,150.00
030-500321	Equipment New/Replacement	231,346.76	-60,000.00	171,346.76
039-500180	Telecommunications	491,373.00		491,373.00
040-500800	Indirect Costs	19,000.00		19,000.00
042-500620	Audit Set-Aside	21,000.00		21,000.00
046-500496	Consultants	46,208.00	9,120.00	55,328.00
050-500109	Personal Serv.-Temp/Appointee	2,231,629.00		2,231,629.00
060-500601	Benefits	12,801,507.00		12,801,507.00
070-500704	In-State Travel Reimbursement	283,000.00		283,000.00
108-500751	Provider Payments-Legal Services	25,000.00		25,000.00
230-500765	Interpreter Services	401,000.00		401,000.00
Totals		38,138,099.03	-126,000.00	38,012,099.03

02-10-10-101010-20340000 FY 2016 Court Security				
Source of Funds				
Class	Description	Current Budget	Incr/(Decr)	Modified Budget
	General Funds	4,587,058.00	126,000.00	4,713,058.00
Totals		4,587,058.00	126,000.00	4,713,058.00

Class	Description	Current Budget	Incr/(Decr)	Modified Budget
010-500100	Personal Services-Perm. Classified	206,715.00		206,715.00
018-500106	Overtime	35,000.00	25,000.00	60,000.00
020-500216	Current Expenses	28,000.00	10,000.00	38,000.00
024-500227	Maint.Other Than Build.- Grnds	48,500.00		48,500.00
030-500321	Equipment New/Replacement	90,000.00	40,000.00	130,000.00
039-500180	Telecommunications	6,509.00		6,509.00
050-500109	Personal Serv.-Temp/Appointee	2,022,014.00	41,000.00	2,063,014.00
060-500601	Benefits	264,220.00	10,000.00	274,220.00
070-500704	In-State Travel Reimbursement	128,300.00		128,300.00
229-500764	Sheriff Reimbursement	1,757,800.00		1,757,800.00
Totals		4,587,058.00	126,000.00	4,713,058.00

02-10-10-101020-20150000 FY 2016 Judicial Conduct Committee				
Source of Funds				
Class	Description	Current Budget	Incr/(Decr)	Modified Budget
	General Funds	168,974.00	0.00	168,974.00
Totals		168,974.00	0.00	168,974.00

Class	Description	Current Budget	Incr/(Decr)	Modified Budget
020-500216	Current Expenses	3,300.00		3,300.00
022-500255	Rents & Leases-Other Than State	19,000.00		19,000.00
024-500227	Maint.Other Than Build.- Grnds	800.00		800.00
026-500251	Organizational Dues	2,000.00		2,000.00
038-500177	Technology-Software	4,200.00		4,200.00
039-500180	Telecommunications	2,200.00		2,200.00
050-500109	Personal Serv.-Temp/Appointee	90,035.00		90,035.00
060-500601	Benefits	22,539.00		22,539.00
070-500704	In-State Travel Reimbursement	1,700.00		1,700.00
080-500710	Out-of-State Travel Reimb	5,200.00	500.00	5,700.00
105-500743	Regulatory Hearing Expense	18,000.00	-500.00	17,500.00
Totals		168,974.00	0.00	168,974.00

Grand Total Incr/(Decr)	0.00
--------------------------------	-------------

EXPLANATION

The purpose of this request is to reallocate appropriations to best meet the needs of the Judicial Branch for the duration of the fiscal year.

The transfer of funds is requested for the following purposes:

AU 1880

Class 010 - Personal Services-Perm. Classified

Projected non-judicial personnel cost is less than budgeted amount; surplus will cover anticipated shortfalls in Cls 018 Overtime and Cls 050 Personal Services-Temp/Appointee

Class 018 - Overtime

To cover additional overtime expense incurred for case processing needs in the Superior Court and coverage for unplanned extended absences and turnover within the Administrative Office of the Courts

Class 020 - Current Expenses

To cover additional projected costs through FY2016

Class 048 - Contractual Maint Build-Grounds	To cover cost of unanticipated tree removal at both the Supreme Court and Administrative Office of the Courts, and for monthly pest control treatments at both buildings
Class 050 - Personal Serv.-Temp/Appointee	To cover projected costs through FY2016
Class 066 - Employee Training	To cover additional training expense related to drug court
Class 108 - Provider Payments-Legal Services	To cover projected costs through FY2016 for legal counsel of indigent parties
Class 227 - Jury Fees and Expenses	Projected jury fees and expenses is less than budgeted amount; surplus will cover anticipated shortfalls in Cls 020 Current Expenses, Cls 048 Contractual Maint Build-Grounds, Cls 066 Employee Training, and Cls 108 Provider Payments-Legal Services
Class 235 - Transcription Services	To cover projected costs through FY2016 for transcription services

AU 8670

Class 010 - Personal Services-Perm. Classified	Projected non-judicial personnel cost is less than budgeted amount; surplus will cover anticipated shortfalls in Cls 012 - Personal Services (Senior Active Status Judges), Cls 018 Overtime, Cls 046 Consultants, and personnel-related costs in AU 2034 Court Security
Class 012 - Personal Services-Unclassified 2	To cover personnel expense for Senior Active Status Judges in the Circuit Courts through FY2016
Class 018 - Overtime	To cover additional overtime expense incurred for projects such as eCourt implementation and general case processing
Class 020 - Current Expenses	To cover additional projected costs through FY2016
Class 030 - Equipment	Projected equipment expense is less than budgeted amount; surplus will cover anticipated shortfalls in Cls 020 Current Expense and Cls 030 Equipment in AU 2034 Court Security
Class 046 - Consultants	To cover cost of producing videos to explain use of the court's website and eCourt to visitors of the sites

AU 2034

Class 018 - Overtime	To cover additional projected costs through FY2016
Class 020 - Current Expenses	To cover additional projected costs through FY2016
Class 030 - Equipment	For replacement of metal detector in Belknap Superior Court; other unanticipated repairs/replacements
Class 050 - Personal Serv.-Temp/Appointee	To cover additional projected costs through FY2016 due primarily to one-time (in the fiscal year) payment of holiday pay for Court Security Officers of ~\$56,000

Class 060 - Benefits

To cover projected benefits costs which are higher than anticipated due to benefits-eligible staff member electing health and dental benefits

AU 2015

Class 080 - Out-of-State Travel

To cover cost of Association of Judicial Disciplinary Counsel 2016 Conference registration

Class 105 - Regulatory Hearing Expense

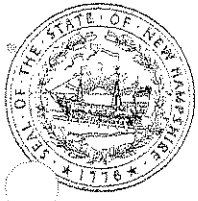
Projected surplus in Regulatory Hearing Expense will cover shortfall in Cls 080 Out-of-State Travel

Respectfully submitted,



Christopher M. Keating
Director

cc: Michael Hoffman, LBA



State of New Hampshire

DEPARTMENT OF HEALTH AND HUMAN SERVICES

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9200 FAX: 603-271-4912 TDD ACCESS: RELAY NH 1-800-735-2964

RS 16 103

JEFFREY A. MEYERS
COMMISSIONER

June 8, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of Chapter 276:143, Laws of 2015, and RSA 14:30-a, VI Additional Revenue authorize the Department of Health and Human Services to transfer general funds in the amount of \$2,068,355, increase related Federal revenues in the amount of \$981,121 and increase related Other revenues in the amount of \$187,640 in the Department of Health and Human Services. The transfers and adjustments are summarized below and detailed in the attached worksheets, effective upon approval of the Fiscal Committee and the Governor and Executive Council through June 30, 2016.

Salary Needs:

From Salary Accounts	Various	(\$272,295)
From Benefit Accounts	Various	(\$205,834)
From Other Accounts	Various	(\$721,703)
Total From Accounts		(\$1,199,832)

To Salary Accounts	Various	\$1,199,832
--------------------	---------	-------------

Benefit Needs:

From Benefit Accounts	Various	(\$300,139)
To Benefit Accounts	Various	\$300,139

Other Needs:

From Other Accounts	Various	(\$568,384)
To Other Accounts	Various	\$568,384

Total From Accounts	Various	(\$2,068,355)
---------------------	---------	---------------

Total To Accounts	Various	\$2,068,355
-------------------	---------	-------------

EXPLANATION

The Department of Health and Human Services is requesting authorization to transfer funds between various class lines in order to address projected shortfalls and projected needs with anticipated surpluses within the Department's authorized budget. Based upon review of year to date expenditure patterns, a number of accounts were found to require additional funds, due to costs not budgeted and/or budget assumptions that are not anticipated to be realized for the State fiscal year ending June 30, 2016. Accounts where expected expenditures are tracking below budget are being used to transfer within the Department in order to continue to provide services to our clients.

Appendix A, to the letter, includes three (3) summary tables by division for transfers From and To salary accounts, benefit accounts and non-salary and benefit accounts.

Appendix B, to this letter, contains narratives by division and account describing why shortfalls and/or surpluses have or are expected to occur.

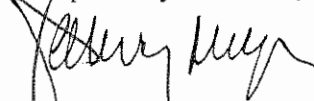
Appendix C, to this letter, contains the detailed accounting information to support the transfer.

The following is the information specifically required when transfers are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested actions:

- A. Justification:
See the attached Appendix B for justification of the availability of funds and required additional funds.
- B. Does this transfer involve continuing programs or one-time projects?
This transfer involves continuing programs.
- C. Is this transfer required to maintain existing program levels or will it increase the program level?
This transfer is required to maintain existing program levels.
- D. Cite any requirements which make this program mandatory.
The programs of the Department are mandated by various State and federal laws.
- E. Identify the source of funds on all accounts listed on this transfer.
See Appendix C for the source of funds for all accounts.
- F. Will there be any effect on revenue if this transfer is not approved?
The effect on revenue, including federal participation, as a result of this transfer is detailed in the attached Appendix C.
- G. Are funds expected to lapse if this transfer is not approved?
Most funds that are in excess of the budget would lapse if not transferred to cover shortfalls, with the exception of accounts in the Bureau of Elderly and Adult Services and Developmental Services which can only be transferred within.
- H. Are personnel services involved?
No positions are being transferred as a result of this request.

The Department has conducted a detailed review of line items in the budget to ensure that available funds are maximized to the greatest degree possible.

Respectfully submitted,



Jeffrey A. Meyers
Commissioner

Salary Accounts	Account	General Funds Only		Net	Net FF/Oth
		From	To		
Division for Children, Youth and Families	Various	(\$35,309)	\$65,807	\$30,498	\$24,702
Office of Minority Health & Refugee Affairs	Various	\$0	\$0	\$0	\$700
Division of Child Support Services	Various	\$0	\$57,800	\$57,800	\$112,200
Division of Family Assistance	Various	\$0	\$745	\$745	\$1,255
Division for Client Services	Various	(\$18,000)	\$482,680	\$464,680	\$605,320
Office of Medicaid Business & Policy	Various	\$0	\$13,000	\$13,000	\$13,013
Bureau of Elderly & Adult Services	Various	(\$450)	\$450	\$0	\$0
Bureau of Drug & Alcohol Services	Various	(\$280)	\$280	\$0	\$0
Division of Public Health Services	Various	(\$18,145)	\$18,145	\$0	\$0
Bureau of Developmental Services	Various	(\$20,000)	\$20,000	\$0	\$0
NH Hospital	Various	(\$84,873)	\$103,020	\$18,147	\$8,153
Office of the Commissioner	Various	(\$14,290)	\$62,000	\$47,710	\$30,890
Office of Improvement & Integrity	Various	\$0	\$145,015	\$145,015	\$106,985
Office of Operations Support	Various	(\$30,987)	\$93,665	\$62,678	\$19,882
Office of Administration	Various	\$0	\$53,225	\$53,225	\$24,275
Office of Information Services	Various	(\$49,961)	\$84,000	\$34,039	\$22,693
TL Salary Accts Department of Health and Human Services		(\$272,295)	\$1,199,832	\$927,537	\$970,068

Net Federal Funds \$965,138
 Net Other Funds \$4,930
\$970,068

Benefit Accounts	Account	General Funds Only		Net	Net FF/Oth
		From	To		
Division for Children, Youth and Families	Various	(\$74,638)	\$6,636	(\$68,002)	(\$45,033)
Division for Child Support Services	Various	(\$32,980)	\$0	(\$32,980)	(\$64,020)
Division for Client Services	Various	(\$50,661)	\$0	(\$50,661)	(\$62,839)
New Hampshire Hospital	Various	(\$187,550)	\$0	(\$187,550)	(\$547,575)
Office of the Commissioner	Various	(\$19,880)	\$584	(\$19,296)	(\$11,966)
Office of Improvement & Integrity	Various	\$0	\$226,960	\$226,960	\$173,040
Office of Operations Support	Various	(\$56,264)	\$6,239	(\$50,025)	(\$69,975)
Office of Administration	Various	\$0	\$59,720	\$59,720	\$32,280
Office of Information Services	Various	(\$84,000)	\$0	(\$84,000)	(\$56,000)
TL Benefit Accts Department of Health and Human Services		(\$505,973)	\$300,139	(\$205,834)	(\$652,088)

Net Federal Funds (\$652,517)
 Net Other Funds \$429
(\$652,088)

Other Accounts	Account	General Funds Only		Net	Net FF/Oth
		From	To		
Division for Children, Youth and Families	Various	(\$35,440)	\$172,944	\$137,504	\$122,496
Office of Minority & Refugee Assistance	Various	\$0	\$0	\$0	(\$700)
Division of Child Support Services	Various	(\$10,880)	\$0	(\$10,880)	(\$53,120)
Division of Family Assistance	Various	(\$76,248)	\$60,203	(\$16,045)	\$19,797
Division for Client Services	Various	(\$49,165)	\$0	(\$49,165)	\$269,065
Office of Medicaid Business & Policy	Various	(\$214,102)	\$114,102	(\$100,000)	\$948,294
Bureau of Elderly & Adult Services	Various	(\$91,712)	\$91,712	\$0	\$200
Division of Public Health Services	Various	\$0	\$0	\$0	\$96,000
Bureau of Developmental Services	Various	\$0	\$0	\$0	\$182,003
New Hampshire Hospital	Various	(\$265,000)	\$24,400	(\$240,600)	(\$450,575)
Office of the Commissioner	Various	(\$182,694)	\$2,167	(\$180,527)	(\$113,669)
Office of Improvement & Integrity	Various	(\$116,000)	\$10,440	(\$105,560)	(\$76,440)
Office of Operations Support	Various	(\$8,846)	\$1,346	(\$7,500)	(\$42,500)
Office of Administration	Various	(\$240,000)	\$91,070	(\$148,930)	(\$100,070)
Office of Information Services	Various	\$0	\$0	\$0	\$50,000
TL Other Accts Department of Health and Human Services		(\$1,290,087)	\$568,384	(\$721,703)	\$850,781

Net Federal Funds \$668,500
 Net Other Funds \$182,281
\$850,781

GRAND TOTALS (\$2,068,355) \$2,068,355 \$0

Total Federal Funds \$981,121
 Total Other Funds \$187,640

APPENDIX B

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION FOR CHILDREN, YOUTH & FAMILIES

05-95-042-421010-29560000

Director's Office-Salary

Funding in this Accounting Unit represents costs associated with the operation of the Office of the Director along with other administrative support staff. This transfer will take projected surpluses in Class 012 (Personal Services - Unclassified) in this accounting unit to help fund a projected deficit in class 010 (Personal Services - Permanent) due to transferring funds for an unfunded position to another DHHS accounting unit. **Source of funds: Class 010 - 39.18% Federal, 60.82% General; Class 012 - 39.62% Federal, 60.38% General.**

05-95-042-421010-29560000

Director's Office-Benefits

Funding in this Accounting Unit represents costs associated with the operation of the Office of the Director along with other administrative support staff. This transfer will take a projected surplus in class 060 (Benefits) in account unit 29570000 to help funding a projected deficit in class 060 (Benefits) due to higher costs than the anticipated budget. **Source of funds: 39.67% Federal, 60.33% General.**

05-95-042-421010-29570000

Child Protection-Salary

Funding in this organization code represents the costs associated with the staff of Bureau of Child Protection that provide direct services to abused and neglected children. This transfer will take projected surpluses in class 060 (Benefits) and class 018 (Overtime) to help fund projected deficits in class 010 (Personal Services - Permanent) and Class 050 (Part-Time temp) due to higher costs than the anticipated budget due to positions transferred into this account. **Source of funds: Class 010 - 41.91% Federal, 58.09% General; Class 018 - 39.77% Federal, 60.23% General; Class 050 - 39.26% Federal, 60.74% General.**

05-95-042-421010-29570000

Child Protection-Benefits

Funding in this Accounting Unit represents the costs associated with the staff of Bureau of Child Protection that provide direct services to abused and neglected children. This transfer will take a projected surplus in class 060 (Benefits) to help funding a projected deficit in class 010 (Personal Service-Permanent) due to higher costs than the anticipated budget and 039 (Telecommunications) because all Child Protection Service Workers are getting cellular phones for better communication with clients. **Source of funds: 39.71% Federal, 60.29% General.**

05-95-042-421010-29570000

Child Protection-Other

Funding in this organization code represents the costs associated with the staff of Bureau of Child Protection that provide direct services to abused and neglected children. This transfer will

take projected surpluses in class 060 (Benefits) to help funding a projected deficit in class 039 (Telecommunications) due to increasing of Child Protect Service Workers' cell phone voice and data usage for better communication with clients. **Source of Funds: 40% Federal, 60% General.**

05-95-042-421010-29580000

Child and Family Services-Other

Funding in this organization represents costs associated with purchased services for Abuse and Neglect, CHINS and Delinquent clients. These services include board and care, as well as, community-based services as ordered by the courts. This transfer will help fund projected deficits in the Out of Home Placements line item due to increased caseloads. **Source of funds: 50% Federal, 50%.**

05-95-042-421010-29600000

Organizational Learning and Quality Improvement--Salary

Funding in this organization code represents the costs associated with the operation of the Organizational Learning and Quality Improvement Bureau, which assesses needs and develops, delivers, and evaluates training for DCYF staff, to assist them in performing work effectively/efficiently and training foster and adoptive parents. Additional functions include Quality Improvement, Strategic Planning, federally mandated Child and Family Services Review and the administrative case practice review processes. This transfer will take a projected surplus in class 060 (Benefits) to help fund projected deficits in class 010 (Personal Services – Permanent) cause by payout of leave balances when staff terminated. **Source of funds: 41.98% Federal, 58.02% General.**

05-95-042-421010-29600000

Organizational Learning and Quality Improvement-Benefits

Funding in this organization code represents the costs associated with the operation of the Organizational Learning and Quality Improvement Bureau, which assesses needs and develops, delivers, and evaluates training for DCYF staff, to assist them in performing work effectively/efficiently and training foster and adoptive parents. Additional functions include Quality Improvement, Strategic Planning, federally mandated Child and Family Services Review and the administrative case practice review processes. This transfer will take a projected surplus in class 060 (Benefits) to help funding a projected deficit in class 010 (Personal Services – Permanent) due to higher costs than the anticipated budget because of payout of leave during the SFY. **Source of funds: 42.29% Federal, 57.71% General.**

05-95-042-421010-29610000

Foster Care Health Program - Salary

Funding in this organization represents costs associated with Foster Care Health Program where the staff promotes the health and well-being of all children in substitute care. This transfer will take a projected surplus in class 060 (Benefits) to help funding a projected deficit in class 010 (Personal Services – Permanent) due to higher costs than the anticipated budget. **Source of funds: 75% Federal, 25% General.**

05-95-042-421010-29610000

Foster Care Health Program - Benefits

Funding in this organization represents costs associated with Foster Care Health Program where the staff promotes the health and well-being of all children in substitute care. This transfer will take a projected surplus in class 060 (Benefits) to help funding a projected deficit in class 010 (Personal Services – Permanent) due to higher costs than the anticipated budget. **Source of funds: 74.40% Federal, 25.60% General.**

05-95-042-421010-29730000

Promoting Safe & Stable Families - Salary

Funding in this organization code represents the costs associated with the operations of the Promoting Safe and Stable Families Grant. Activities include the funding of the family resource centers to assist at risk families, foster family support and retention services, family empowerment programs, and time limited family reunification activities. This transfer will take a projected surplus in class 050 (Part-Time Temp) to help funding a projected deficit in class 010 (Personal Services – Permanent) due to higher costs than the anticipated budget. **Source of funds: 100% Federal.**

05-95-042-421110-29770000

Child Development Programs-Other

Funding in this organization code represents the costs associated with the payments of providers for child care services. This transfer will take a projected surplus in class 536 (Employment Related Child Care) to help funding a projected deficit in class 564 (Child Care Protect Prevent) due to increase of child care protect prevent caseload. **Source of funds: 64.56% Federal, 35.44% General.**

05-95-042-421410-79050000

Juvenile Field Services - Salary

Funding in this organization represents costs associated Juvenile Justice Field Services, including Juvenile Probation & parole Offices, Juvenile Probation & Parole Supervisors, and support staff located at itinerant and District Offices. This transfer will take a projected surplus in class 059 (Temp Full time) to help funding a projected deficit in class 018 (Overtime) due to some vacant positions and class 070 (In State Travel Reimbursement) and class 080 (Out of State Travel Reimbursement) due to increase of Juvenile Probation and Parole officers' traveling. **Source of funds: 33% federal, 67% General.**

05-95-042-421410-79050000

Juvenile Field Services-Other

Funding in this organization represents costs associated Juvenile Justice Field Services, including Juvenile Probation & parole Offices, Juvenile Probation & Parole Supervisors, and support staff located at itinerant and District Offices. This transfer will take a projected surplus in class 059 (Temp Full time) to help funding a projected deficit in class 070 (In State Travel Reimbursement) and class 080 (Out of State Travel Reimbursement) due to increase of Juvenile Probation and Parole officers' traveling. **Source of funds: Class 070 – 32.51% federal, 67.49% General; Class 080 – 32.20% Federal, 67.80% General.**

OFFICE OF MINORITY HEALTH AND REFUGEE AFFAIRS

05-95-042-422010-79210000

Minority Health-Salary

Funding in this organization represents the costs associated with the operation of Minority Health services. Funds are needed in class 010 and class 012 due to minimal shortfalls as a result of wage increases. **Source of Funds: 100% Federal**

05-95-042-422010-79210000

Minority Health-Other

Funding in this organization represents the costs associated with the operation of Minority Health services. Funds are needed in class 039 (Telecommunications) due to higher than expected costs. This transfer will decrease class 501 (Payments to Clients) to cover the anticipated shortfall of classes 010, 012 and 039. **Source of Funds: 100% Federal**

05-95-042-422010-79220000

Refugee Services-Other

Funding in this organization represents the costs associated with the operation of Refugee Services. Transfer from class 066 (Employee Training) will cover anticipated shortfalls in class 039 (Telecommunications). **Source of Funds: 100% Federal**

DIVISION OF CHILD SUPPORT SERVICES

05-95-042-427010-79290000

Child Support Services--Salary

Funding in this organization represents the costs associated with the operation of the Division of Child Support Services. Funding in this organization represents the costs associated with the operation of the Division of Child Support Services. Funds are needed in class 010 (Personal Services-Perm) to cover anticipated shortfalls caused by a previous incorrect calculation of available funds. Funds are needed as well in class 050 (Personal Services-Temp) due to a higher than anticipated number of part time positions filled.

Source of Funds: 66% Federal and 34% General Funds.

05-95-042-427010-79290000

Child Support Services-Benefits

Funding in this organization represents the costs associated with the operation of the Division of Child Support Services. This transfer from class 060 (Benefits) will cover anticipated shortfalls in class 010 (Personal Services-Perm). Shortfalls are a result of a previous incorrect calculation of available funds.

Source of Funds: 66% Federal and 34% General Funds.

05-95-042-427010-79290000

Child Support Services--Other

Funding in this organization represents the costs associated with the operation of the Division of Child Support Services. Transfers from class 020 (Current Expense) and class 102 (Contracts for Program Services) will cover anticipated shortfalls in class 050 (Personal Services-Temp) due to more part time positions filled than anticipated, and class 010 (Personal Services-Perm), due to previous incorrect calculation of available funds, within the Division. **Source of Funds: 66% Federal and 34% General Funds, and Class 102 100% Other.**

05-95-042-427010-79300000

Child Support Services - Legal-Salary

Funding in this organization represents the costs associated with the operation of the Division of Child Support Services-Legal. Funds are needed in class 010 (Personal Services-Perm) to cover anticipated shortfalls caused by a previous incorrect calculation of available funds. **Source of Funds: 66% Federal and 34% General Funds.**

05-95-042-427010-79300000

Child Support Services – Legal-Benefits

Funding in this organization represents the costs associated with the operation of the Division of Child Support Services-Legal. This transfer from class 060 (Benefits) will help cover anticipated shortfalls in class 010 (Personal Services-Perm). Shortfalls are a result of a previous incorrect calculation of available funds. **Source of Funds: 66% Federal and 34% General Funds.**

05-95-042-427010-79300000

Child Support Services – Legal-Other

Funding in this organization represents the costs associated with the operation of the Division of Child Support Services-Legal. Transfers from class 020 (Current Expense) and class 039(Telecommunications) will help cover anticipated shortfalls in class 010 (Personal Services-Perm), due to previous incorrect calculation of available funds. **Source of Funds: 66% Federal and 34% General Funds.**

DIVISION OF FAMILY ASSISTANCE (450010)

05-95-045-450010-61250000

Director's Office-Salary

Funding in this organization represents costs associated with the unclassified staff in the Office of the Director, Division of Family Assistance. This transfer increases Class 012, Unclassified Salaries due to costs unanticipated at the time of budget development. **Source of Funds: 64% Federal Funds, 36% General Funds**

05-95-045-450010-61250000

Director's Office-Other

Funding in this appropriation represents costs associated with the management and operation of the Division of Family Assistance. Funds are needed in Class 020 Current Expenses and Class 039 due to greater than anticipated demand. With this additional appropriation included, the Division as a whole will spend approximately 4% less in these classes than it did in SFY15. **Source of Funds: 40% Federal, 60% General.**

05-95-045-450010-61270000

NH Employment Program - Salary

Funding in this organization represents costs associated with the unclassified staff in the NH Employment Program, Division of Family Assistance. This transfer increases Class 012, Unclassified Salaries due to costs unanticipated at the time of budget development. **Source of Funds: 59% Federal Funds, 41% General Funds**

05-95-045-450010-61270000

NH Employment Program-Other

Funding in this appropriation represents costs associated with the management and operation of the NH Employment Program. Funds are needed in Class 020 Current Expenses and Class 039 due to greater than anticipated demand. With this additional appropriation included, the Division as a whole will spend approximately 4% less in these classes than it did in SFY15. **Source of Funds: 59% Federal, 41% General.**

05-95-045-450010-61700000

Old Age Assistance-Other

Funding in this appropriation represents payments to clients under the NH Old Age Assistance Program. Funds are needed in Class 501 Payments to Clients due to a 1% increase in actual monthly caseload vs. budget as well as an average monthly grant that exceeded budget estimates by 9%. **Source of Funds: 0% Federal, 100% General.**

05-95-045-450010-61710000

Aid to the Needy Blind - Other

Funding in this appropriation represents payments to clients under the Aid to the Needy Blind Program. Funds are available in Class 501 Payments to Clients due to a 9.4% lower monthly caseload than anticipated during budget development. **Source of Funds: 0% Federal, 100% General.**

05-95-045-450010-61740000

APTD Grants-Other

Funding in this appropriation represents payments to clients under the NH Aid to the Totally and Permanently Disabled (APTD) Program. Funds are available in Class 501 Payments to Clients due to 7.5% lower monthly caseload than originally budgeted. **Source of Funds: 0% Federal, 100% General, 0% Other Funds.**

DIVISION OF CLIENT SERVICES (451010)

05-95-045-451010-79930000

Client Svcs – DFA Field Svcs-Salary

Funding in this organization represents costs associated with the staff in the district offices providing direct services to the clients of New Hampshire. This transfer increases Class 010, Personnel Services - Perm. The transfers will amend a prior Department Wide Transfer allocation in err. **Source of Funds: 56% Federal Funds, 44% General Funds.**

05-95-045-451010-79930000

Client Svcs – DFA Field Svcs-Benefits

Funding in this organization represents costs associated with the staff in the district offices providing direct services to the clients of New Hampshire. This transfer decreases Class 060, Benefits. The transfers will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 56% Federal Funds, 44% General Funds.**

05-95-045-451010-79930000

Client Svcs – DFA Field Svcs-Other

Funding in this organization represents costs associated with the staff in the district offices providing direct services to the clients of New Hampshire. This transfer increases Class 040, Indirect Costs, Class 041, Audit Fund Set Aside, and Class 042, Post-Retirement Benefits. The

transfer is needed due to expenses being higher than anticipated when budgeted. **Source of Funds: 100% Federal Funds, 0% General Funds.**

05-95-045-451010-79940000

Client Svcs – DCYF FLD OPS PG ELB-Salary

Funding in this organization code represents the costs associated with the eligibility determination/revenue enhancement staff for DCYF. This transfer decreases Class 010, Personnel Services - Perm. The transfers will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 40% Federal Funds, 60% General Funds.**

05-95-045-451010-79940000

Client Svcs – DCYF FLD OPS PG ELB-Other

Funding in this organization code represents the costs associated with the eligibility determination/revenue enhancement staff for DCYF. This transfer decreases Class 070, In-State Travel. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 52% Federal Funds, 48% General Funds.**

05-95-045-451010-79960000

Client Elig & Enrollment Operations-Benefits

Funding in this appropriation primarily represents costs associated with the management and operation of Medicaid programs serving citizens throughout New Hampshire. This transfer decreases Class 060, Benefits. The transfers will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 49% Federal Funds, 51% General Funds.**

05-95-045-451010-79960000

Client Elig & Enrollment Operations-Other

Funding in this appropriation primarily represents costs associated with the management and operation of Medicaid programs serving citizens throughout New Hampshire. This transfer decreases Class 041, Audit Fund Set Aside. The transfers will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 100% Federal Funds, 0% General Funds.**

05-95-045-451010-79970000

Disability Determination Unit-Benefits

Funding in this organization primarily represents costs associated with the Disability Determination Unit serving citizens throughout New Hampshire. This transfer decreases Class 060, Benefits. The transfers will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 50% Federal Funds, 50% General Funds.**

05-95-045-451010-79970000

Disability Determination Unit-Other

Funding in this organization primarily represents costs associated with the Disability Determination Unit serving citizens throughout New Hampshire. This transfer decreases Class 046, Consultants. The transfers will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 75% Federal Funds, 25% General Funds.**

OFFICE OF MEDICAID & BUSINESS POLICY

05-95-047-470010-79370000

Medicaid Administration-Salary

Funding in this appropriation represents costs associated with the management and operation of Medicaid programs serving citizens throughout New Hampshire. This transfer increases class 012 (Personal Services- Unclassified) due to costs not anticipated since the last transfer in April, 2016. This will require an increase to Class 041 Audit Set-Aside which is also included in this transfer. The payroll expense for one unclassified position has been added to the accounting unit. **Source of Funds: Class 012 50% Federal (Medicaid) and 50% General Funds and Class 041 100% Federal.**

05-95-047-470010-79370000

Medicaid Administration-Other

Funding in this appropriation represents costs associated with the management and operation of Medicaid programs serving citizens throughout New Hampshire. This transfer increases class 040 Indirect Costs due to higher than budgeted costs not anticipated. **Source of Funds: 100% Federal Funds**

05-95-047-470010-79390000

State Phase Down-Other

Funding in this organization represents costs associated with the Medicaid Members that also have Medicare coverage for monthly premiums that are paid by the State to the Centers for Medicare and Medicaid (CMS) to defray a portion of the Medicare drug expenditures. Funds are needed due to a larger than budgeted increase to the 2016 premium, that is set by the Centers for Medicare and Medicaid Services. When budgeting for SFY 2016 the growth factor for the premium used was 6%. The percentage growth for 2016 premiums, released in October 2015, by CMS was 11%, a variance of 5%. Due to a system error there were premiums from July-13 through December-13 that were not invoiced until July-15. The delay in billing increased SFY 16 utilization 3% more than budgeted. The increase in Premium growth and utilization has caused the shortfall in this account. **Source of Funds: Class 503 State Phase Down 100% General funds**

05-95-047-470010-79480000

Medicaid Care Management- Other

Provider Payments

Funding in this organization represents costs associated with Medicaid Care Management capitation payments for clients enrolled in Medicaid Care Management and costs associated with the Medicaid payments to healthcare providers that deliver healthcare services to New Hampshire's Medicaid population. There is a deficit in Provider payments which is being funded through excess revenue from the Drug Rebate Revenue.

Drug Rebate Revenue:

The State Fiscal Year 2016 budget, anticipated the transitioning of the PDL to the Managed Care Organizations effective July 1, 2015. As a result, DHHS expected the Supplemental Drug Rebate revenue to be reduced from prior years, since the MCO's would be entitled to negotiate with drug manufactures and receive those rebates directly instead of the State. The State would still be entitled to receive the regular Federal rebates. Due to delays in the MCO contract negotiations, the transition of the PDL was not effective until October 1, 2015. The delay

allowed the invoicing and collection of the manufacturer rebates by DHHS and as a result, drug rebate revenue has exceeded the amount budgeted. The acceptance of the additional drug rebate revenue will help to satisfy the shortfall in State Phased Down and Division for Children and Youth Medicaid claims shortfall.

BUREAU OF ELDERLY AND ADULT SERVICES

05-95-048-480510-89300000

LONG TERM CARE OMBUDSMAN

Funding in this organization represents costs associated with providing long term care ombudsman services and to administrating grants received from the Administration for Community Living. Funds are needed in Class 041 (Audit Fund Set Aside) to cover an anticipated shortfall. Source of Funds: 100% Federal.

05-95-48-480510-92500000

FIELD OPERATIONS-Salary

Funding in this organization represents costs associated with direct social services to elderly and incapacitated adults. Funds are needed in Class 018 (Overtime) to cover an anticipated shortfall. Funds are available in Class 010 (Personal Services – Permanent) due to vacancies. **Source of Funds: 90% General and 10% Federal.**

05-95-048-481510-61730000

NURSING SERVICES-Other

Funding in this organization represents Medicaid provider payments associated with providing care for the elderly and adults with disabilities. Funds are needed in Class 101 (Medical Payments to Providers) to cover an anticipated deficit. Funds are available in Class 509 (Other Nursing Services) and Class 565 (Outpatient Hospital) as expenses have been less than anticipated. **Source of Funds: 50% General, 50% Federal.**

BUREAU OF DRUG AND ALCOHOL SERVICES

05-95-049-491510-29870000

PROGRAM OPERATIONS

Funding in this organization represents costs associated with Bureau of Drug and Alcohol Services Program Operations Unit. Funds are available in Class 010 (Personal Services Permanent) due to vacancies, these funds will used for Class 012 (Personal Services Unclassified) to cover an anticipated deficit. **Source of Funds: 56% General, 44% Federal.**

DIVISION OF PUBLIC HEALTH SERVICES

05-95-090-900010-51100000

Office of the Director-Salary

Funding in this organization represents costs associated with the Office of the Director for Public Health Services. Due to the vacancy of the Director, funds have been identified as available for use by other areas of the Division. **Source of Funds 50% Federal 50% General**

05-95-090-900010-51100000

Office of the Director - Other

Department of Health and Human Services

Appendix B

June 8, 2016

Funding in this organization represents costs associated with the staff and Operating expenses of the Office of Director for the Division of Public Health Services. This accounting unit also includes the Building Rent for the Division. This item accepts additional federal funds in order to fund an increase in Class 040, Indirect Costs. The transfer is needed due to expenses being higher than anticipated when budgeted. **Source of Funds: 100% Federal Funds, 0% General Funds.**

05-95-090-900010-51150000

Health Services Planning and Review - Salary

Funding in this organization represents costs associated with Health Services Planning and Review section with the Division of Public Health. Due to vacancies, funds have been identified as available in Class 010 (Personal Services Classified) for use by other areas of the Division. Funds are needed in Class 012 (Personal Services- Unclassified) due to cost of actual staff are greater than anticipated during budget preparation. **Source of Funds 100% Other**

05-95-090-900510-52620000

Informatics & Health Statistics - Salary

Funding in this organization represents the Informatics & Health Statistics section within the Division of Public Health Services. Funds are needed to cover cost of existing staff as actual costs are greater than anticipated during budget preparation. **Source of Funds: 50% Federal 50% General Funds**

05-95-090-900510-86660000

Cancer Registry - Salary

Funding in this organization represents costs associated with the Cancer Registry section within the Division of Public Health Services. Funds are needed in Class 010 (Personal Services Perm Classified) as actual costs are greater than were anticipated at the time of budget preparation. **Source of Funds: 100% Federal.**

05-95-090-900510-86670000

BRFS - Salary

Funding in this organization represents costs associated with the Behavioral Risk Factor Surveillance System (BRFS) activities within the Division of Public Health Services. Funds are needed in classified personnel (Class 010) as the actual cost of salaries will be greater than the adjusted authorized for currently filled positions in SFY 16. **Source of Funds: 100% Federal**

05-95-090-900510-90520000

NIOSH - Salary

Funding in this organization represents costs associated with the Occupational Health Surveillance program within the Division of Public Health Services. This grant has ended and funds have been identified as available for use by other areas of the Division. **Source of Funds: 100% Federal Funds**

05-95-90-901010-53620000

PH Systems, Policy & Performance - Salary

Funding in this organization represents costs associated with the Bureau of PH Systems Policy & Performance Management section within the Division of Public Health Services. Funds are needed in classified personnel (Class 010) as the actual cost of salaries will be greater than the

adjusted authorized for currently filled positions in SFY 16. **Source of Funds: 50% Federal Funds, 50% General Funds**

05-95-090-901510-53910000

Radiological Health – Assessment - Salary

Funding in this organization represents costs associated with the Radiological Health Section within the Division of Public Health Services. Funds are needed in classified personnel (Class 010) as the actual cost of salaries will be greater than the adjusted authorized for currently filled positions in SFY 16 due to the retirement and leave balance payout of one employee. **Source of Funds: 100% Other Funds – Fees**

05-95-090-901510-79360000

Climate Effects State Health - Salary

Funding in this organization represents costs associated with the Climate Effects Section within the Division of Public Health Services. Funds are needed in classified personnel (Class 010), as the actual cost of salaries will be greater than the adjusted authorized for currently filled positions in SFY 16. **Source of Funds: 100% Federal**

05-95-090-902010-22150000

CDC Oral Health Grant - Salary

Funding in this organization represents costs associated with the two Federal Oral Health Grants within the Division of Public Health Services. Funds are needed in classified personnel (Class 010) as the actual cost of salaries will be greater than the adjusted authorized for currently filled positions in SFY 16. **Source of funds: 100% Federal.**

05-95-090-902010-45260000

MCH Data Linkage - Salary

Funding in this organization represents costs associated with the MCH Data Linkage grant, with the Division of Public Health Services, to improve MCH Data capacity, so that programs have access to policy and program relevant information; to evaluate program effectiveness and to target services where most needed. Funds are needed in classified personnel (Class 010) as the actual cost of salaries will be greater than the adjusted authorized for currently filled positions in SFY 16. **Source of funds: 100% Federal.**

05-95-90-902010-22220000

Ryan White Title II - Salary

Funding in this organization represents costs associated with the Ryan White Title II CARE Program within the Division of Public Health Services. Funds are needed in classified personnel (Class 010) as the actual cost of salaries will be greater than the adjusted authorized for currently filled positions in SFY 16. **Source of funds: 100% Federal.**

BUREAU OF DEVELOPMENTAL SERVICES

05-95-93-930010-71000000

DEVELOPMENTAL SERVICES-Other

Funding in this organization represents costs associated with the Developmental Disabilities Home and Community Based Care Waiver. Federal funds are needed in Class 557 (Medicare

Department of Health and Human Services
Appendix B
June 8, 2016

Waiver Services) to match existing general funds for Medicaid payments. **Source of Funds: 100% Federal.**

05-95-093-930010-71640000

NH DESIGNATED RECEIVING FACILITY-Salary

Funding in this accounting unit represents costs associated with the operation of the Designated Receiving Facility in Laconia. Funds are available in Class 019 (Holiday Pay) as expenses have been less than anticipated. Funds are needed Class 018 (Overtime) to cover an anticipated deficit. **Source of Funds: 100% General.**

NEW HAMPSHIRE HOSPITAL

05-95-094-940010-84000000

Administration-Salary

Funding in this organization represents costs associated with the administration of New Hampshire Hospital. Funds are available in Class 010 (Personal Services Perm) and Class 012 (Personal Services Unclassified) due to an excess transfer out in prior approved transfer. Funds are needed in Class 018 (Overtime) due to full-time employees covering vacancies. **Source of Funds: 36% Federal, 64% General Funds.**

05-95-094-940010-84000000

Administration-Benefits

Funding in this organization represents costs associated with the administration of New Hampshire Hospital. Funds are available in Class 060 (Benefits) due to higher than anticipated vacancies. **Source of Funds: 36% Federal, 64% General.**

05-95-094-940010-84000000

Administration-Other

Funding in this organization represents costs associated with the administration of New Hampshire Hospital. Funds are needed in Class 041 (Audit Fund Set Aside) due to the greater than anticipated need. **Source of Funds: 100% Federal.**

05-95-094-940010-84100000

NHH-Facility/Patient Support-Salary

Funding in this organization represents costs associated with the operation of New Hampshire Hospital, Facility/Patient Support Services. Staff in these areas provides direct services to patients in Food and Nutritional Services, Environmental Services, Laundry Services and Maintenance. Funds are needed in Class 010 (Personal Services Perm) due to an excess transfer out in prior approved transfer. Funds are available in Class 017 (FT Empl Special Payments), Class 018 (Overtime), Class 019 (Holidays) and Class 059 (Temp-Full time) due to the higher than anticipated vacancies. **Source of Funds: 27% Federal, 4% Other and 69% General Funds.**

05-95-094-940010-84100000

NHH-Facility/Patient Support-Benefits

Funding in this organization represents costs associated with the operation of New Hampshire Hospital, Facility/Patient Support Services. Staff in these areas provides direct services to patients in Food and Nutritional Services, Environmental Services, Laundry Services and

Maintenance. Funds are available in Class 060 (Benefits) due to the higher than anticipated vacancies. **Source of Funds: 75% Federal, and 25% General.**

05-95-094-940010-84100000

NHH-Facility/Patient Support-Other

Funding in this organization represents costs associated with the operation of New Hampshire Hospital, Facility/Patient Support Services. Staff in these areas provides direct services to patients in Food and Nutritional Services, Environmental Services, Laundry Services and Maintenance. Due to greater than anticipated costs, additional funds are needed in Class 023 (Heat Electricity Water) and Class 039 (Telecommunications). Funds are available in Class 028 (Transfers to Genl Svcs) and 102(Contracts for Program Services) due to expenses being less than anticipated. **Source of Funds: Class 023 & 039: 27% Federal, 4% Other and 69% General; Class 028 and Class 102: 50% Federal, and 50% General;**

05-095-094-940010-85830000

NHH-Unemployment Compensation-Other

Funding in this organization represents Unemployment Compensation costs associated with the operations of New Hampshire Hospital, Acute Psychiatric Services. Due to greater than anticipated costs, additional funds are needed in Class 061 (Unemployment Compensation) **Source of Funds: 100% General.**

05-95-094-940010-87500000

NHH-Acute Psychiatric Services--Salary

Funding in this organization represents costs associated with the operations of New Hampshire Hospital, Acute Psychiatric Services. Funds appropriated to the following classes are available due to higher than anticipated vacancies: Class 010 (Personal Services Perma), Class 012 (Personal Services Unclass), and Class 059 (Temp Full-Time). Funds are needed in the following classes to cover expenses incurred as a result of high vacancy rates: Class 018 (Overtime) and Class 050 (Personnel Temp) **Source of Funds: 31% Federal Funds, 42% Other Funds and 27% General Funds.**

05-95-094-940010-87500000

NHH-Acute Psychiatric Services-Benefits

Funding in this organization represents costs associated with the operations of New Hampshire Hospital, Acute Psychiatric Services. Funds appropriated to the following classes are available due to lower than anticipated need for the designated services: Funds are available in Class 060 (Benefits) due to the higher than anticipated vacancies. **Source of Funds: 30% Federal Funds, 43% Other Funds and 27% General Funds.**

05-95-094-940010-87500000

NHH-Acute Psychiatric Services-Other

Funding in this organization represents costs associated with the operations of New Hampshire Hospital, Acute Psychiatric Services. Funds appropriated to the following classes are available due to lower than anticipated need for the designated services: Class 101 (Medical Payment to Providers) and Class 102 (Contracts for Program Services). **Source of Funds: 75% Federal Funds, and 25% General Funds.**

05-95-094-940010-87530000

NHH-Sexual Predators Act-Other

Funding in this organization represents costs associated with the evaluation and assessment of sexually violent predators. Funds are available in Class 102 (Contracts for Program Services) due to fewer evaluations being performed than anticipated. **Source of Funds: 100% General.**

OFFICE OF THE COMMISSIONER

05-95-95-950010-50000000

COMMISSIONER'S OFFICE-Salary

Funding in this organization represents costs associated with the operation of the Commissioner's Office. This transfer increases Class 010 Personnel Services-Perm, as the actual cost of salaries will be greater than the adjusted authorized for currently filled positions in SFY 16. Funds are available in Classes 011 and 012 Salary Unclassified to use to cover the deficit in Class 010 as well as other needs within the Division. **Source of Funds: 37% Federal Funds, 63% General Funds**

05-95-95-950010-50000000

COMMISSIONER'S OFFICE-Benefits

Funding in this organization represents costs associated with the operation of the Commissioner's Office. This transfer decreases Class 060 Benefits due to a lower than anticipated need to use to cover other deficits within the Division. **Source of Funds: 37% Federal Funds, 63% General Funds**

05-95-95-950010-50000000

COMMISSIONER'S OFFICE-Other

Funding in this organization represents costs associated with the operation of the Commissioner's Office. Funds are available in Class 022 Rental/Lease-Office Equip, 039 Telecommunications-Voice, and Class 080 Out-of-State Travel to fund projected shortfalls in the Department. Funds are needed in Class 041 Audit Fund Set Aside due to a projected shortfall. **Source of Funds Classes 022, 039, & 080: 37% Federal Funds, 63% General Funds, Class 041 100% Federal Funds.**

05-95-95-950010-50250000

EMPLOYEE ASSISTANCE PROGRAM-Salary

Funding in this organization represents costs associated with the operation of this program that provides assistance to employees who are having problems in their work or personal lives by helping them secure appropriate assistance. This transfer increases Class 010 Personnel Services-Perm as the actual cost of salaries will be greater than the adjusted authorized for currently filled positions in SFY 16. This transfer will satisfy the projected shortfalls. **Source of Funds: 8% Federal Funds, 33% Other and 58% General Funds.**

05-95-95-950010-50250000

EMPLOYEE ASSISTANCE PROGRAM-Benefits

Funding in this organization represents costs associated with the operation of this program that provides assistance to employees who are having problems in their work or personal lives by helping them secure appropriate assistance. This transfer increases Class 060, Benefits. The transfer is needed due to the actual cost of benefits will be greater than the adjusted authorized

for currently filled positions in SFY 16. This transfer will satisfy the projected shortfalls. **Source of Funds: 8% Federal Funds, 33% Other and 58% General Funds.**

05-95-95-950010-50250000

EMPLOYEE ASSISTANCE PROGRAM-Other

Funding in this organization represents costs associated with the operation of this program that provides assistance to employees who are having problems in their work or personal lives by helping them secure appropriate assistance. This transfer increases Class 022 Rental/Lease-Office Equip, Class 039 Telecommunications-Voice, and Class 041 Audit Fund Set Aside. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls. **Source of Funds: Classes 022 and 039 8% Federal Funds, 33% Other and 58% General Funds, Class 041 100% Federal Funds.**

05-95-95-950010-56760000

OFFICE OF BUSINESS OPERATIONS-Salary

Funding in this organization represents costs associated with the operation of the Office of Business Operations. This transfer increases Class 010 Personnel Services – Perm, Class 012 Salary Unclassified, and Class 018 Overtime. The transfer is needed due to the actual costs will be greater than the adjusted authorized. This transfer will satisfy the projected shortfalls. This transfer will decrease Class 050 Part-Time Salaries due to an anticipated surplus to cover a portion of the anticipated shortfalls in this Division. **Source of Funds: 38.5% Federal Funds, 0% Other and 61.5% General Funds.**

05-95-95-950010-56760000

OFFICE OF BUSINESS OPERATIONS-Benefits

Funding in this organization represents costs associated with the operation of the Office of Business Operations. This transfer decreases Class 060 Benefits due to a lower than anticipated need to use to cover other deficits within the Division. **Source of Funds: 38.5% Federal Funds, 0% Other and 61.5% General Funds.**

05-95-95-950010-56760000

OFFICE OF BUSINESS OPERATIONS-Other

Funding in this organization represents costs associated with the operation of the Office of Business Operations. This transfer increases Class 041 Audit Funds Set Aside and Class 080 Out-of-State Travel due to expenses being higher than anticipated when budgeted. This transfer decreases Class 020 Current expenses and Class 035 Shared Services which will be used to fund shortages in the Department. **Source of Funds: Classes 020, 035, and 080 38.5% Federal Funds, 0% Other and 61.5% General Funds, Class 041 100% Federal Funds.**

05-95-95-950010-71780000

HOMELAND SECURITY -REP-Other

Funding in this organization represents costs associated with maintaining an emergency preparedness capability as required by the Radiological Emergency Response Plan (RERP) and NH RSA 107-B, Nuclear Planning and Response Program. This transfer increases Class 041 Audit Fund Set Aside. This transfer will satisfy the projected shortfalls. **Source of Funds: 100% Federal Funds.**

OFFICE OF IMPROVEMENT AND INTEGRITY

05-95-95-951010-79350000

OFFICE OF IMPROVEMENT AND INTEGRITY-Salary

Funding in this unit represents costs associated with the audit and review of DHHS financial and medical programs, third party liability and quality assurance programs, Office of Reimbursements and Parental Reimbursement Unit and member and provider fraud. This transfer increases Class 010 Personnel Services – Perm, Class 018 Overtime, and Class 050 Part-Time Salaries due to Redesign. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls. **Source of Funds: Class 010 41% Federal Funds, 1% Other Funds and 58% General Funds; Class 018, 42% Federal Funds, and 58% General Funds, Class 050 42% Federal Funds, 1% Other Funds, and 57% General Funds.**

05-95-95-951010-79350000

OFFICE OF IMPROVEMENT AND INTEGRITY-Benefits

Funding in this unit represents costs associated with the audit and review of DHHS financial and medical programs, third party liability and quality assurance programs, Office of Reimbursements and Parental Reimbursement Unit and member and provider fraud. This transfer increases Class 060, Benefits. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls. **Source of Funds: 41% Federal Funds, 2% Other Funds and 57% General.**

05-95-95-951010-79350000

OFFICE OF IMPROVEMENT AND INTEGRITY-Other

Funding in this unit represents costs associated with the audit and review of DHHS financial and medical programs, third party liability and quality assurance programs, Office of Reimbursements and Parental Reimbursement Unit and member and provider fraud. This transfer increases Class 039 Telecommunications-Voice and decreases Class 102 Contracts for Program Services. The decrease in Class 102 will fully fund the deficit in Class 039 and the remaining will fund other projected shortfalls in the Department. **Source of Funds: 41% Federal Funds, 2% Other Funds and 57% General.**

OFFICE OF PROGRAM SUPPORT

05-95-95-952020-51430000

Office of Program Support, Child Care Licensing - Salary

Funding in this unit represents costs associated with the licensure and monitoring and investigation of child residential and day care facilities. This transfer increases Class 010, Personnel Services - Perm. The transfer also decreases Class 018, Overtime, and Class 050 Personnel – Temporary. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls. **Source of Funds: (Class 010) 56% Federal Funds, 44% General Funds; (Class 018 & 050) 88% Federal Funds, 12% General Funds.**

05-95-95-952020-51430000

Office of Program Support, Child Care Licensing - Benefits

Funding in this unit represents costs associated with the licensure and monitoring and investigation of child residential and day care facilities. This transfer increases Class 060, Benefits. The transfer is needed due to expenses being higher than anticipated when budgeted.

Source of Funds: 57% Federal Funds, 43% General Funds.

05-95-95-952020-51430000

Office of Program Support, Child Care Licensing - Other

Funding in this unit represents costs associated with the licensure and monitoring and investigation of child residential and day care facilities. The transfer decreases Class 042, Post-Retirement Benefits. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 100% Federal Funds, 0% General Funds.**

05-95-95-952020-51460000

Health Facilities Administration - Salary

Funding in this unit represents costs associated with the licensure monitoring and investigation of health facilities. This transfer decreases Class 010, Personnel Services-Perm. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: (Class 010) 63% Federal Funds, 10% Other and 27% General Funds.**

05-95-95-952020-51460000

Health Facility Administration - Benefits

Funding in this unit represents costs associated with the licensure monitoring and investigation of health facilities. This transfer decreases Class 060, Benefits. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 63% Federal Funds, 10% Other and 27% General Funds.**

05-95-95-952020-51460000

Health Facilities Administration - Other

Funding in this unit represents costs associated with the licensure monitoring and investigation of health facilities. This transfer decreases Class 037, Equipment-Hardware and Class 042, Post-Retirement Benefits. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: (Class 037) 25% Federal Funds, 75% General Funds; (Class 042) 100% Federal Funds, 0% General Funds.**

05-95-95-952020-56800000

Legal Services-Salary

Funding in this unit represents costs associated with attorneys and other professional staff that provide legal services across the Department of Health and Human Services. This transfer increases Class 010, Personnel Services - Perm. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls.

Source of Funds: 45% Federal Funds, 7% Other and 48% General Funds.

05-95-95-952020-56800000

Legal Services-Benefits

Department of Health and Human Services

Appendix B

June 8, 2016

Funding in this unit represents costs associated with attorneys and other professional staff that provide legal services across the Department of Health and Human Services. This transfer decreases Class 060, Benefits. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 34% Federal Funds, 66% General Funds.**

05-95-95-952020-56800000

Legal Services-Other

Funding in this unit represents costs associated with attorneys and other professional staff that provide legal services across the Department of Health and Human Services. This transfer increases Class 039, Telecommunications. The transfer also decreases Class 020, Current Expenses and Class 042 Post-Retirement Benefits. The transfer is needed due to expenses being higher than anticipated when budgeted. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: (Class 020 & 039) 33% Federal Funds, 67% General Funds; (Class 042) 100% Federal Funds, 0% General Funds.**

05-95-95-952020-56820000

Office of Program Support, Community Residences - Salary

Funding in this unit represents costs associated with the monitoring and investigation of community residences. This transfer increases Class 010, Personnel Services-Perm. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls. **Source of Funds: 51% Federal Funds and 49% General Funds.**

05-95-95-952020-56830000

Operations Support Administration-Salary

Funding in this unit represents costs associated with two distinct components, the Director's Office and the Administrative Appeals Unit (AAU). This transfer decreases Class 050, Personnel - Temporary. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 45% Federal Funds, 1% Other and 54% General Funds.**

05-95-95-952020-56830000

Operations Support Administration - Benefits

Funding in this unit represents costs associated with two distinct components, the Director's Office and the Administrative Appeals Unit (AAU). This transfer increases Class 060, Benefits. The transfer is needed due to expenses being higher than anticipated when budgeted. **Source of Funds: 44% Federal Funds, 2% Other and 54% General Funds.**

05-95-95-952020-56830000

Operations Support Administration-Other

Funding in this unit represents costs associated with two distinct components, the Director's Office and the Administrative Appeals Unit (AAU). This transfer decreases Class 040, Indirect Costs. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 100% Federal Funds, 0% General Funds.**

05-95-95-952010-56960000

Office of Ombudsman - Salary

Funding in this organization represents costs to provide assistance to clients and employees of the Department by investigating and resolving complaints regarding any matter within the jurisdiction of the Department, including services and assistance provided by the Department and its contractors such as the MCO's. This transfer increases Class 012, Salaries Unclassified due to an anticipated shortfall and to correct an error on a previous transfer. The second Class 012 transfer will correct an error that was made during the December Redesign transfer. **Source of Funds: 40% Federal Funds and 60% General Funds.**

05-95-95-952010-56960000

Office of Ombudsman - Benefits

Funding in this organization represents costs to provide assistance to clients and employees of the Department by investigating and resolving complaints regarding any matter within the jurisdiction of the Department, including services and assistance provided by the Department and its contractors such as the MCO's. This transfer decreases Class 060, Benefits. The transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds: 38% Federal Funds, 62% General Funds.**

OFFICE OF ADMINISTRATION

05-95-095-953010-56770000

BUREAU OF HUMAN RESOURCES--Salary

Funding in this organization represents costs associated with the management of Human Resources and Payroll operations within the Department. This transfer increases Class 010 Personnel Services - Perm Funds. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls. **Source of Funds: 26% Federal Funds, 74% General Funds.**

05-95-095-953010-56770000

BUREAU OF HUMAN RESOURCES--Benefits

Funding in this organization represents costs associated with the management of Human Resources and Payroll operations within the Department. This transfer increases Class 060 Benefits. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls. **Source of Funds: 26% Federal Funds, 74% General Funds.**

05-95-095-953010-56770000

BUREAU OF HUMAN RESOURCES-Other

Funding in this organization represents costs associated with the management of Human Resources and Payroll operations within the Department. Funds are needed in Class 039 Telecommunications-Voice due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfall. **Source of Funds: 100% Federal Funds.**

05-95-095-953010-56850000

MANAGEMENT SUPPORT-Other

Funding in this organization represents costs associated with the management of the facilities operations within the Department. This includes both the various locations in Concord and the District Offices throughout the State. Funds are needed in Class 020 Supplies, Class 039

Department of Health and Human Services

Appendix B

June 8, 2016

Telecommunications-Voice and Class 041 Audit Fund Set Aside due to expenses being higher than anticipated when budgeted. Funds are available in Class 022 Rent to Owners Non-State Space and Class 103 Contracts for OP Services to cover the shortfalls within this accounting unit and for other shortfalls in the Division. **Source of Funds: Classes 020, 022, 039 and 103, 40% Federal Funds and 60% General Funds, Class 041 100% Federal Funds.**

05-95-095-953010-56870000

DHHS DISTRICT OFFICE-Salary

Funding in this organization represents costs for staff in the District Offices throughout the State that perform the administrative and programmatic activities, and community relations, on behalf of employees, clients and providers. This transfer increases Class 010 Personnel Services – Perm and Class 050 Part-Time Salaries. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls. **Source of Funds: 41% Federal Funds and 59% General Funds.**

05-95-095-953010-56870000

DHHS DISTRICT OFFICE-Benefits

Funding in this organization represents costs for staff in the District Offices throughout the State that perform the administrative and programmatic activities, and community relations, on behalf of employees, clients and providers. This transfer increases Class 060 Benefits. The transfer is needed due to expenses being higher than anticipated when budgeted. This transfer will satisfy the projected shortfalls. **Source of Funds: 41% Federal Funds and 59% General Funds.**

OFFICE OF INFORMATION SERVICES

05-95-095-9540-59520000

Office of Information Services - Salary

Funding in this appropriation represents costs associated with information technology services provided to business areas across the Department of Health and Human Services. Funds are available in Class 012 (Personal Services-Unclassified). The projected surplus in Class 012 is due to the projected Salary for unclassified staff transferred into the Office of Information Services is less than originally calculated. Funds are needed in Class 010 (Personal Services-Permanent) and Class 050 (Part Time). The projected deficit in Class 010 is due to projected Salary for Classified Staff transferred into the Office of Information Services is higher than originally calculated. The projected deficit in Class 050 is due to the recent hiring of additional part-time staff. **Source of Funds: 40% Federal (Various Programs), and 60% General Funds**

05-95-095-954010-59520000

Office of Information Services - Benefits

Funding in this appropriation represents costs associated with information technology services provided to business areas across the Department of Health and Human Services. Funds are available in Class 060 (Benefits). The projected surplus in Class 060 is due to projected benefit costs for staff transferred into the Office of Information Services is less than originally calculated. These surplus funds are needed to fund deficits in Office of

Department of Health and Human Services
Appendix B
June 8, 2016

Information Services' Salary Accounts. **Source of Funds: 40% Federal (Various Programs), and 60% General Funds**

05-95-095-9540-59520000

Office of Information Services-Other

Funding in this appropriation represents costs associated with information technology services provided to business areas across the Department of Health and Human Services. Funds are needed in Class 041 (Audit Fund Set Aside) due to higher costs than originally projected. This increase was the result of collecting additional federal funds. The calculation for Audit Fund Set Aside is based on the amount of federal funds earned. **Source of Funds: 100% Federal (Various Programs), and 0% General Funds**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S				
1	Fund	Cy	Org	Clas	Rcpt	Class Title	Increase/ Decrease Amount	Net Fund Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	Transfer Amount			FF	OF	GF	FF	OF	GF		
2																						
3																						
4	LAWSON ACCOUNTING FORMAT																					
5	COMPANY	N/A	ACCOUNTING UNIT	CLASS	ACCT																	
6																						
7	DIVISION FOR CHILDREN, YOUTH AND FAMILIES																					
8																						
9	Office of Director - DCYF																					
10	010	042	29560000	000	408073	Federal Funds	\$ 2,345															
11	010	042	29560000			General Funds	\$ 3,655	\$ 3,655														
12	Total Revenue							\$ 6,000														
13																						
14	010	042	29560000	010	500100	Personal Services - Permanent	\$ 7,500			\$ 4,561		\$ 2,939	\$ -	\$ 4,561				39.18%	0.00%	60.82%		
15	010	042	29560000	012	500128	Personal Services - Unclassified	\$ (1,500)			\$ (906)		\$ (594)	\$ -	\$ (906)				39.62%	0.00%	60.38%		
16	Total Expense							\$ 6,000			\$ 3,655											
17																						
18	Child Protection																					
19	010	042	29570000	000	408050	Federal Funds	\$ 26,708															
20	010	042	29570000			General Funds	\$ 37,292	\$ 37,292														
21	Total Revenue							\$ 64,000														
22																						
23	010	042	29570000	010	500100	Personal Services - Permanent	\$ 60,000			\$ 34,854		\$ 25,146	\$ -	\$ 34,854				41.91%	0.00%	58.09%		
24	010	042	29570000	018	500106	Overtime	\$ (1,500)			\$ (903)		\$ (597)	\$ -	\$ (903)				39.77%	0.00%	60.23%		
25	010	042	29570000	050	500109	Part-Time Temp	\$ 5,500			\$ 3,341		\$ 2,159	\$ -	\$ 3,341				39.26%	0.00%	60.74%		
26	Total Expense							\$ 64,000			\$ 37,292											
27																						
28	Organizational Learning and Quality Improvement																					
29	010	042	29600000	000	408075	Federal Funds	\$ 2,099															
30	010	042	29600000			General Funds	\$ 2,901	\$ 2,901														
31	Total Revenue							\$ 5,000														
32																						
33	010	042	29600000	010	500100	Personal Services - Permanent	\$ 5,000			\$ 2,901		\$ 2,099	\$ -	\$ 2,901				41.98%	0.00%	58.02%		
34	Total Expense							\$ 5,000			\$ 2,901											
35																						
36	Foster Care Health Program																					
37	010	042	29610000	000	404665	Federal Funds	\$ 150															
38	010	042	29610000			General Funds	\$ 50	\$ 50														
39	Total Revenue							\$ 200														
40																						
41	010	042	29610000	010	500100	Personal Services - Permanent	\$ 200			\$ 50		\$ 150	\$ -	\$ 50				75.00%	0.00%	25.00%		
42	Total Expense							\$ 200			\$ 50											
43																						
44	Promoting Safe and Stable Families																					
45	010	042	29730000	000	404171	Federal Funds	\$ -															
46	010	042	29730000			General Funds	\$ -	\$ -														
47	Total Revenue							\$ -														
48																						
49	010	042	29730000	010	500100	Personal Services - Permanent	\$ 7,500			\$ -		\$ 7,500	\$ -	\$ -				100.00%	0.00%	0.00%		
50	010	042	29730000	050	500109	Part-Time Temp	\$ (7,500)			\$ -		\$ (7,500)	\$ -	\$ -				100.00%	0.00%	0.00%		
51	Total Expense							\$ -			\$ -											
52																						
53	Juvenile Field Services																					
54	010	042	79050000	000	408044	Federal Funds	\$ (6,600)															
55	010	042	79050000			General Funds	\$ (13,400)	\$ (13,400)														
56	Total Revenue							\$ (20,000)														
57																						
58	010	042	79050000	018	500106	Overtime	\$ 30,000			\$ 20,100		\$ 9,900	\$ -	\$ 20,100				33.00%	0.00%	67.00%		
59	010	042	79050000	059	500117	Temp Full Time	\$ (50,000)			\$ (33,500)		\$ (16,500)	\$ -	\$ (33,500)				33.00%	0.00%	67.00%		

NH, DHHS

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Agcy	Org	Clas	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	Transfer Amount			SOF				
2					Acc't							FF	OF	GF		FF	OF	GF	
3	Total Expense						\$ (20,000)					\$ (13,400)							
60	Total DIVISION FOR CHILDREN, YOUTH AND FAMILIES								\$ 30,498		\$ 30,498		\$ 24,702	\$ -	\$ 30,498				
61	OFFICE OF MINORITY AND REFUGEE AFFAIRS																		
62	Minority Health																		
63	010	042	79210000	000	408182	Federal Funds	\$ 700												
64	010	042	79210000			General Funds	\$ -	\$ -											
65	Total Revenue						\$ 700												
66	010	042	79210000	010	500100	Personal Services Perm	\$ 600			\$ -		\$ 600	\$ -	\$ -		100%	0%	0%	
67	010	042	79210000	012	500128	Salary Unclassified	\$ 100			\$ -		\$ 100	\$ -	\$ -		100%	0%	0%	
68	010	042	79210000	018	500106	Overtime	\$ -			\$ -		\$ -	\$ -	\$ -		100%	0%	0%	
69	010	042	79210000	050	500109	Personnel - Temporary	\$ -			\$ -		\$ -	\$ -	\$ -		100%	0%	0%	
70	Total Expense						\$ 700				\$ -		\$ -	\$ -					
71	TOTAL OFFICE OF MINORITY AND REFUGEE AFFAIRS								\$ -		\$ -	\$ 700	\$ -	\$ -					
72	DIVISION OF CHILD SUPPORT SERVICES																		
73	Child Support Services																		
74	010	042	79290000	000	403955	Federal Funds	\$ 80,520												
75	010	042	79290000			General Funds	\$ 41,480	\$ 41,480											
76	Total Revenue						\$ 122,000												
77	010	042	79290000	010	500100	Personal Services Perm	\$ 90,000			\$ 30,600		\$ 59,400	\$ -	\$ 30,600		66%	0%	34%	
78	010	042	79290000	050	500109	Personnel - Temporary	\$ 32,000			\$ 10,880		\$ 21,120	\$ -	\$ 10,880		66%	0%	34%	
79	Total Expense						\$ 122,000				\$ 41,480								
80	Child Support Services - Legal																		
81	010	042	79300000	000	403955	Federal Funds	\$ 31,680												
82	010	042	79300000			General Funds	\$ 16,320	\$ 16,320											
83	Total Revenue						\$ 48,000												
84	010	042	79300000	010	500100	Personal Services Perm	\$ 48,000			\$ 16,320		\$ 31,680	\$ -	\$ 16,320		66%	0%	34%	
85	Total Expense						\$ 48,000				\$ 16,320								
86	TOTAL DIVISION OF CHILD SUPPORT SERVICES								\$ 57,800		\$ 57,800	\$ 112,200	\$ -	\$ 57,800					
87	DIVISION OF FAMILY ASSISTANCE																		
88	Director's Office																		
89	010	045	61250000	000	403950	Federal Funds	\$ 960												
90	010	045	61250000			General Funds	\$ 540	\$ 540											
91	Total Revenue						\$ 1,500												
92	010	045	61250000	012	500128	Personal Services Unclassified	\$ 1,500			\$ 540		\$ 960	\$ -	\$ 540		64%	0%	36%	
93	Total Expense						\$ 1,500				\$ 540								
94	Employment Program																		
95	010	045	61270000	000	403719	Federal Funds	\$ 295												
96	010	045	61270000			General Funds	\$ 205	\$ 205											
97	Total Revenue						\$ 500												

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Agency	Org	Clas	Rcpt	Class Title	Increase/Decrease	Net Fun	Net Gen'l	GF		Transfer Amount				SOF			
2					Acc't		Amount	Org. Code	Fund By Agency	Amount	S/T	FF	OF	GF		FF	OF	GF	
3																			
117	010	045	61270000	012	500128	Personal Services Unclassified	\$ 500			\$ 205		\$ 295	\$ -	\$ 205		59%	0%	41%	
118	Total Expense						\$ 500				\$ 205								
119																			
120	TOTAL DIVISION OF FAMILY ASSISTANCE									\$ 745		\$ 745	\$ 1,255	\$ -	\$ 745				
121																			
122	DIVISION OF CLIENT SERVICES																		
123																			
124	Field Operations																		
125	010	045	79930000	000	403959	Federal Funds	\$ 617,320												
126	010	045	79930000			General Funds	\$ 482,680	\$482,680											
127	Total Revenue						\$ 1,100,000												
128																			
129	010	045	79930000	010	500100	Personnel Services-Permanent	\$ 1,100,000			\$482,680		\$617,320	\$0	\$482,680		56%	0%	44%	
130																			
131	010	045	79930000	050	500109	Personal Services Temp	\$ -			\$0		\$0	\$0	\$0		56%	0%	44%	
132	Total Expense						\$ 1,100,000				\$482,680								
133																			
134	DCYF FIL OPS PG ELB																		
135	010	045	79940000	000	404671	Federal Funds	\$ (12,000)												
136	010	045	79940000			General Funds	\$ (18,000)	(\$18,000)											
137	Total Revenue						\$ (30,000)												
138																			
139	010	045	79940000	010	500100	Personnel Services-Permanent	\$ (30,000)			(\$18,000)		(\$12,000)	\$0	(\$18,000)		40%	0%	60%	
140	Total Expense						\$ (30,000)				(\$18,000)								
141																			
142																			
143	TOTAL DIVISION OF CLIENT SERVICES									\$464,680		\$464,680	\$605,320	\$0	\$464,680				
144																			
145	OFFICE OF MEDICAID & BUSINESS POLICY																		
146																			
147	Medicaid Administration																		
148	010	047	79370000	000	403978	Federal Funds	\$ 13,013												
149	010	047				General Funds	\$ 13,000	\$ 13,000											
150	Total Revenue						\$ 26,013												
151																			
152	010	047	79370000	012	500128	Personal Services-Unclassified	\$ 26,000			\$ 13,000		\$ 13,000	\$ -	\$ 13,000		50%	0%	50%	
153	010	047	79370000	041	500801	Audit set-aside	\$ 13			\$ -		\$ 13	\$ -	\$ -		100%	0%	0%	
154	Total Expense						\$ 26,013				\$ 13,000								
155																			
156																			
157	TOTAL OFFICE OF MEDICAID & BUSINESS POLICY									\$ 13,000		\$ 13,000	\$ 13,013	\$ -	\$ 13,000				
158																			
159	BUREAU OF ELDERLY & ADULT SERVICES																		
160	Field Operations																		
161	010	048	92500000	000	404825	Federal Funds	\$ -												
162	010	048	92500000			General Funds	\$ -	\$ -											
163	Total Revenue						\$ -												
164																			
165	010	048	92500000	010	500100	Personal Services Perm	\$ (500)			\$ (450)		\$ (50)	\$ -	\$ (450)		10.00%	0%	90.00%	
166	010	048	92500000	018	500106	Overtime	\$ 500			\$ 450		\$ 50	\$ -	\$ 450		10.00%	0%	90.00%	
167	Total Expense						\$ -				\$ -								
168																			
169																			
170	TOTAL BUREAU OF ELDERLY & ADULT SERVICES									\$ -		\$ -	\$ -	\$ -					
171																			
172	BUREAU OF DRUG & ALCOHOL SERVICES																		
173	Program Operations																		
174	010	049	29870000	000	404600	Federal Funds	\$ -												

NH, DHHS

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Agcy	Org	Clas	Rcpt	Class Title	Increase/	Net Gen'l	Net Gen'l										
2					Acct		Decrease	Fund by	Fund By	GF		Transfer Amount				SOF			
3							Amount	Org. Code	Agency	Amount	S/T	FF	OF	GF		FF	OF	GF	
175	010	049	29870000			General Funds	\$ -												
176	Total Revenue						\$ -												
177																			
178	010	049	29870000	010	500100	Personal Services Perm	\$ (500)			\$ (280)		\$ (220)	\$ -	\$ (280)		44%	0%	56%	
179	010	049	29870000	012	500128	Personal Services Unclassified	\$ 500			\$ 280		\$ 220	\$ -	\$ 280		44%	0%	56%	
180	Total Expense						\$ -				\$ -								
181																			
182	TOTAL BUREAU OF DRUG & ALCOHOL SERVICES								\$ -		\$ -		\$ -	\$ -	\$ -				
183																			
184	DIVISION OF PUBLIC HEALTH SERVICES																		
185																			
186	Office of The Director																		
187	010	090	51100000	000	404594	Federal Funds	\$ (18,145)												
188	010	090	51100000			General Funds	\$ (18,145)	\$ (18,145)											
189	Total Revenue						\$ (36,290)												
190																			
191	010	090	51100000	010	500100	Personal Services Perm Clas	\$ -			\$ -		\$ -	\$ -	\$ -		50%	0%	50%	
192	010	090	51100000	012	500128	Personal Services Unclassified	\$ (36,290)			\$ (18,145)		\$ (18,145)	\$ -	\$ (18,145)		50%	0%	50%	
193	Total Expense						\$ (36,290)				\$ (18,145)								
194																			
195	Health Services Planning and Review																		
196	010	090	51150000			Federal Funds	\$ -												
197	010	090	51150000	009	407324	Other Funds	\$ (47,659)												
198	010	090	51150000			General Funds	\$ -	\$ -											
199	Total Revenue						\$ (47,659)												
200																			
201	010	090	51150000	010	500100	Personal Services Perm Clas	\$ (47,660)			\$ -		\$ -	\$ (47,660)	\$ -		0%	100%	0%	
202	010	090	51150000	012	500128	Personal Services Unclassified	\$ 1			\$ -		\$ -	\$ 1	\$ -		0%	100%	0%	
203	Total Expense						\$ (47,659)				\$ -								
204																			
205	INFORMATICS																		
206	010	090	52620000	000	406855	Federal Funds	\$ 14,043												
207	010	090	52620000			General Funds	\$ 14,043	\$ 14,043											
208	Total Revenue						\$ 28,086												
209																			
210	010	090	52620000	010	500100	Personal Services Perm Clas	\$ 28,085			\$ 14,043		\$ 14,043	\$ -	\$ 14,043		50%	0%	50%	
211	Total Expense						\$ 28,085				\$ 14,043								
212																			
213	CANCER REGISTRY																		
214	010	090	86660000	000	403095	Federal Funds	\$ 1,996												
215	010	090	86660000			General Funds	\$ -	\$ -											
216	Total Revenue						\$ 1,996												
217																			
218	010	090	86660000	010	500100	Personal Services Perm Clas	\$ 1,996			\$ -		\$ 1,996	\$ -	\$ -		100%	0%	0%	
219	010	090	86660000	018	500106	Overtime	\$ -			\$ -		\$ -	\$ -	\$ -		100%	0%	0%	
220	Total Expense						\$ 1,996				\$ -								
221																			
222	Behavioral Risk Factor Surveillance Surveyu																		
223	010	090	86670000	000	403096	Federal Funds	\$ 6												
224	010	090	86670000			General Funds	\$ -	\$ -											
225	Total Revenue						\$ 6												
226																			
227	010	090	86670000	010	500100	Personal Services Perm Clas	\$ 6			\$ -		\$ 6	\$ -	\$ -		100%	0%	0%	
228	010	090	86670000	018	500106	Overtime	\$ -			\$ -		\$ -	\$ -	\$ -		100%	0%	0%	
229	Total Expense						\$ 6				\$ -								
230																			
231	NIOSH																		

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Obj	Org	Clas	Rcpt	Class Title	Increase/ Decrease	Net Fund	Net Gen'l Fund By	GF	S/T	Transfer Amount				SOF			
2					Acc't		Amount	Org. Code	Agency	Amount		FF	OF	GF		FF	OF	GF	
232	010	090	90520000	000	406765	Federal Funds	\$ (3,001)												
233	010	090	90520000			General Funds	\$ -	\$ -											
234	Total Revenue						\$ (3,001)												
235																			
236	010	090	90520000	010	500100	Personal Services Perm Clas	\$ (3,001)			\$ -		\$ (3,001)	\$ -	\$ -		100%	0%	0%	
237	Total Expense						\$ (3,001)				\$ -								
238																			
239	POLICY AND PERFORMANCE																		
240	010	090	53620000	000	404611	Federal Funds	\$ 4,102												
241	010	090	53620000			General Funds	\$ 4,102	\$ 4,102											
242	Total Revenue						\$ 8,204												
243																			
244	010	090	53620000	010	500100	Personal Services Perm Clas	\$ 8,204			\$ 4,102		\$ 4,102	\$ -	\$ 4,102		50%	0%	50%	
245	010	090	53620000	050	500109	Personal Services Temp App	\$ -			\$ -		\$ -	\$ -	\$ -		50%	0%	50%	
246	Total Expense						\$ 8,204				\$ 4,102								
247																			
248	RADIOLOGICAL HEALTH - ASSESSMENT																		
249	010	090	53910000	000		Federal Funds	\$ -												
250	010	090	53910000	001	405608	Trnsf from other Agy	\$ 47,659												
251	010	090	53910000			General Funds	\$ -	\$ -											
252	Total Revenue						\$ 47,659												
253																			
254	010	090	53910000	010	500100	Personal Services Perm Clas	\$ 47,659			\$ -		\$ -	\$ 47,659	\$ -		0%	100%	0%	
255	010	090	53910000	050	500109	Personal Services Temp Appoi	\$ -			\$ -		\$ -	\$ -	\$ -		0%	100%	0%	
256	Total Expense						\$ 47,659				\$ -								
257																			
258	CLIMATE EFFECTS STATE HEALTH																		
259	010	090	79360000	000	400146	Federal Funds	\$ 1												
260	010	090	79360000			General Funds	\$ -	\$ -											
261	Total Revenue						\$ 1												
262																			
263	010	090	79360000	010	500100	Personal Services Perm Clas	\$ 1			\$ -		\$ 1	\$ -	\$ -		100%	0%	0%	
264	Total Expense						\$ 1				\$ -								
265																			
266	CDC ORAL HEALTH GRANT																		
267	010	090	22150000	000	406776	Federal Funds	\$ 983												
268	010	090	22150000			General Funds	\$ -	\$ -											
269	Total Revenue						\$ 983												
270																			
271	010	090	22150000	010	500100	Personal Services Perm Clas	\$ 983			\$ -		\$ 983	\$ -	\$ -		100%	0%	0%	
272	010	090	22150000	050	500109	Personal Services Temp App	\$ -			\$ -		\$ -	\$ -	\$ -		100%	0%	0%	
273	Total Expense						\$ 983				\$ -								
274																			
275	MCH DATA LINKAGE																		
276	010	090	45260000	000	408065	Federal Funds	\$ 5												
277	010	090	45260000			General Funds	\$ -	\$ -											
278	Total Revenue						\$ 5												
279																			
280	010	090	45260000	010	500100	Personal Services Perm Clas	\$ 5			\$ -		\$ 5	\$ -	\$ -		100%	0%	0%	
281	Total Expense						\$ 5				\$ -								
282																			
283	RYAN WHITE TITLE II																		
284	010	090	22220000	000	406825	Federal Funds	\$ 10												
285	010	090	22220000			General Funds	\$ -	\$ -											
286	Total Revenue						\$ 10												
287																			
288	010	090	22220000	010	500100	Personal Services Perm Clas	\$ 10			\$ -		\$ 10	\$ -	\$ -		100%	0%	0%	

NH, DHHS

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Agcy	Org	Clas	Rept	Class Title	Increase/Decrease	Net Gen'l Fund by	Net Gen'l Fund By	GF		Transfer Amount			SOF				
2					Acc't		Amount	Org. Code	Agency	Amount	S/T	FF	OF	GF		FF	OF	GF	
289	010	090	22220000	018	500106	Overtime	\$ -			\$ -		\$ -	\$ -	\$ -		100%	0%	0%	
290	Total Expense						\$ 10				\$ -								
291	TOTAL DIVISION OF PUBLIC HEALTH SERVICES									\$ -		\$ -	\$ -	\$ -	\$ -				
292	BUREAU OF DEVELOPMENTAL SERVICES																		
293	NH Designated Rec Facility																		
294	010	093	71640000			Federal Funds	\$ -												
295	010	093	71640000			General Funds	\$ -	\$ -											
296	Total Revenue						\$ -												
297	010	093	71640000	018	500106	Overtime	\$ 20,000			\$ 20,000		\$ -	\$ -	\$ 20,000		0%	0%	100%	
298	010	093	71640000	019	500105	Holiday Pay	\$ (20,000)			\$ (20,000)		\$ -	\$ -	\$ (20,000)		0%	0%	100%	
299	Total Expense						\$ -				\$ -								
300	TOTAL BUREAU OF DEVELOPMENTAL SERVICES									\$ -		\$ -	\$ -	\$ -	\$ -				
301	NEW HAMPSHIRE HOSPITAL																		
302	Administration																		
303	010	094	84000000	000	404444	Medicaid DSH	\$ -												
304	010	094	84000000			General Funds	\$ -	\$ -											
305	Total Revenue						\$ -												
306	010	094	84000000	010	500100	Personal Svcs	\$ (2,500)			\$ (1,600)		\$ (900)	\$ -	\$ (1,600)		36%	0%	64%	
307	010	094	84000000	012	500128	Personal Svcs - Unclass	\$ (2,000)			\$ (1,280)		\$ (720)	\$ -	\$ (1,280)		36%	0%	64%	
308	010	094	84000000	018	500106	Overtime	\$ 4,500			\$ 2,880		\$ 1,620	\$ -	\$ 2,880		36%	0%	64%	
309	Total Expense						\$ -				\$ -								
310	NHH-Facility/Patient Support																		
311	010	094	84100000	000	404448	Medicaid DSH	\$ 7,101												
312	010	094	84100000	007	402134	Other Funds	\$ 1,052												
313	010	094	84100000			General Funds	\$ 18,147	\$ 18,147											
314	Total Revenue						\$ 26,300												
315	010	094	84100000	010	500100	Personal Services Perm Class	\$ 70,000			\$ 48,300		\$ 18,900	\$ 2,800	\$ 48,300		27%	4%	69%	
316	010	094	84100000	017	500147	FT Emp Special Pymt	\$ (20,000)			\$ (13,800)		\$ (5,400)	\$ (800)	\$ (13,800)		27%	4%	69%	
317	010	094	84100000	018	500106	Overtime	\$ (10,000)			\$ (6,900)		\$ (2,700)	\$ (400)	\$ (6,900)		27%	4%	69%	
318	010	094	84100000	019	500105	Holiday	\$ (10,000)			\$ (6,900)		\$ (2,700)	\$ (400)	\$ (6,900)		27%	4%	69%	
319	010	094	84100000	059	500117	Temp Full Time	\$ (3,700)			\$ (2,553)		\$ (999)	\$ (148)	\$ (2,553)		27%	4%	69%	
320	Total Expense						\$ 26,300				\$ 20,700								
321	Acute Psychiatric Services																		
322	010	094	87500000	000	404434	Medicaid DSH	\$ -												
323	010	094	87500000			General Funds	\$ -	\$ -											
324	Total Revenue						\$ -												
325	010	094	87500000	010	500100	Personal Services Perm Class	\$ (45,000)			\$ (12,150)		\$ (13,950)	\$ (18,900)	\$ (12,150)		31%	42%	27%	
326	010	094	87500000	012	500128	Personal Svcs	\$ (45,000)			\$ (12,150)		\$ (13,950)	\$ (18,900)	\$ (12,150)		31%	42%	27%	
327	010	094	87500000	018	500106	Overtime	\$ 90,000			\$ 24,300		\$ 27,900	\$ 37,800	\$ 24,300		31%	42%	27%	
328	010	094	87500000	050	500109	Personal Temp	\$ 102,000			\$ 27,540		\$ 31,620	\$ 42,840	\$ 27,540		31%	42%	27%	
329	010	094	87500000	059	500117	Temp Full Time	\$ (102,000)			\$ (27,540)		\$ (31,620)	\$ (42,840)	\$ (27,540)		31%	42%	27%	
330	Total Expense						\$ -				\$ -								
331	TOTAL OF NEW HAMPSHIRE HOSPITAL						\$ 26,300			\$ 18,147		\$ 18,147	\$ 7,101	\$ 1,052	\$ 18,147				
332	OFFICE OF THE COMMISSIONER																		

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Obj	Org	Clas	Rcpt	Class Title	Increase/Decrease Amount	Net Fund Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	Transfer Amount	FF	OF	GF	FF	OF	GF	
2					Acct														
3																			
347	COMMISSIONER'S OFFICE																		
348	010	095	50000000	000	403900	Federal Funds	\$ (4,070)												
349	010	095	50000000			General Funds	\$ (6,930)	\$ (6,930)											
350	Total Revenue																		
351																			
352	010	095	50000000	010	500100	Regular Officers And Employee	\$ 2,000			\$ 1,260		\$ 740	\$ -	\$ 1,260		37%	0%	63%	
353	010	095	50000000	011	500126	Salary Unclassified	\$ (10,000)			\$ (6,300)		\$ (3,700)	\$ -	\$ (6,300)		37%	0%	63%	
354	010	095	50000000	012	500128	Salary Unclassified	\$ (3,000)			\$ (1,890)		\$ (1,110)	\$ -	\$ (1,890)		37%	0%	63%	
355	Total Expense																		
356																			
357	EMPLOYEE ASSISTANCE PROGRAM																		
358	010	095	50250000	000	403900	Federal Funds	\$ 830												
359	010	095	50250000	001	406367	Other Funds	\$ 3,330												
360	010	095	50250000			General Funds	\$ 5,840	\$ 5,840											
361	Total Revenue																		
362																			
363	010	095	50250000	010	500100	Regular Officers And Employee	\$ 10,000			\$ 5,840		\$ 830	\$ 3,330	\$ 5,840		8%	33%	58%	
364	010	095	50250000	018	500106	Overtime	\$ -			\$ -		\$ -	\$ -	\$ -		8%	33%	58%	
365	Total Expense																		
366																			
367	OFFICE OF BUSINESS OPERATIONS																		
368	010	095	56760000	000	403970	Federal Funds	\$ 30,800												
369	010	095	56760000			General Funds	\$ 48,800	\$ 48,800											
370	Total Revenue																		
371																			
372	010	095	56760000	010	500100	Regular Officers And Employee	\$ 75,000			\$ 45,750		\$ 28,875	\$ -	\$ 45,750		39%	0%	61%	
373	010	095	56760000	012	500128	Salary Unclassified	\$ 10,000			\$ 6,100		\$ 3,850	\$ -	\$ 6,100		39%	0%	61%	
374	010	095	56760000	018	500106	OVERTIME	\$ 5,000			\$ 3,050		\$ 1,925	\$ -	\$ 3,050		39%	0%	61%	
375	010	095	56760000	050	500109	Part Time Salaries	\$ (10,000)			\$ (6,100)		\$ (3,850)	\$ -	\$ (6,100)		39%	0%	61%	
376	Total Expense																		
377																			
378	TOTAL DIVISION OF OFFICE OF THE COMMISSIONER																		
379																			
380	OFFICE OF IMPROVEMENT AND INTEGRITY																		
381																			
382	Office of Improvement and Integrity																		
383	010	095	79350000	000	404460	Federal Funds	\$ 104,522												
384	010	095	79350000	009	407139	Other Funds	\$ 2,463												
385	010	095	79350000			General Funds	\$ 145,015	\$ 145,015											
386	Total Revenue																		
387																			
388	010	095	79350000	010	500100	Regular Officers And Employee	\$ 225,000			\$ 129,575		\$ 93,182	\$ 2,243	\$ 129,575		41%	1%	58%	
389	010	095	79350000	018	500106	Overtime	\$ 5,000			\$ 2,900		\$ 2,100	\$ -	\$ 2,900		42%	0%	58%	
390	010	095	79350000	019	500105	Holiday	\$ -			\$ -		\$ -	\$ -	\$ -		42%	0%	58%	
391	010	095	79350000	050	500109	Part Time Salaries	\$ 22,000			\$ 12,540		\$ 9,240	\$ 220	\$ 12,540		42%	1%	57%	
392	Total Expense																		
393																			
394	TOTAL OFFICE OF IMPROVEMENT AND INTEGRITY																		
395																			
396	OFFICE OF OPERATION SUPPORT																		
397																			
398	Child Care Licensing																		
399	010	095	51430000	000	400553	Federal Funds	\$ 6,179												
400	010	095	51430000			General Funds	\$ 11,821	\$ 11,821											
401	Total Revenue																		
402																			
403	010	095	51430000	010	500100	Personnel Services-Permanent	\$ 30,000			\$ 13,260		\$ 16,740	\$ -	\$ 13,260		56%	0%	44%	
404	010	095	51430000	018	500106	Overtime	\$ (8,000)			\$ (959)		\$ (7,041)	\$ -	\$ (959)		88%	0%	12%	

NH, DHHS

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Agcy	Org	Cl	Rcpt	Class Title	Increase/Decrease	Net Gen'l Fund by	Net Gen'l Fund By	GF			Transfer Amount			SOF			
2					Acc't		Amount	Org. Code	Agency	Amount	S/T	FF	OF	GF		FF	OF	GF	
405	010	095	51430000	050	500109	Personnel - Temporary	\$ (4,000)			\$ (480)		\$ (3,520)	\$ -	\$ (480)		88%	0%	12%	
406	Total Expense						\$ 18,000					\$ 11,821							
407	HEALTH FACILITIES ADMINSTRN																		
409	010	095	51460000	000	408155	Federal Funds	\$ (31,495)												
410	010	095	51460000	007	407698	Other Funds	\$ (5,115)												
411	010	095	51460000			General Funds	\$ (13,390)	\$ (13,390)											
412	Total Revenue						\$ (50,000)												
414	010	095	51460000	010	500100	Personnel Services-Permanent	\$ (50,000)			\$ (13,390)		\$ (31,495)	\$ (5,115)	\$ (13,390)		63%	10%	27%	
415	Total Expense						\$ (50,000)				\$ (13,390)								
416	LEGAL SERVICES																		
418	010	095	56800000	000	404714	Federal Funds	\$ 22,250												
419	010	095	56800000	003	407234	Other Funds	\$ 3,500												
420	010	095	56800000			General Funds	\$ 24,000	\$ 24,000											
421	Total Revenue						\$ 49,750												
422																			
423	010	095	56800000	010	500100	Personnel Services-Permanent	\$ 50,000			\$ 24,000		\$ 22,250	\$ 3,500	\$ 24,000		45%	7%	48%	
424	010	095	56800000	012	500128	Personal Services Unclassified	\$ -			\$ -		\$ -	\$ -	\$ -		48%	0%	52%	
425	Total Expense						\$ 50,000				\$ 24,000								
426																			
427	Community Residences																		
428	010	095	56820000	000	404680	Federal Funds	\$ 2,056												
429	010	095	56820000			General Funds	\$ 1,944	\$ 1,944											
430	Total Revenue						\$ 4,000												
431																			
432	010	095	56820000	010	500100	Personnel Services-Permanent	\$ 4,000			\$ 1,944		\$ 2,056	\$ -	\$ 1,944		51%	0%	49%	
433	010	095	56820000	050	500109	Personnel - Temporary	\$ -			\$ -		\$ -	\$ -	\$ -		51%	0%	49%	
434	Total Expense						\$ 4,000				\$ 1,944								
435																			
436	Operations Support																		
437	010	095	56830000	000	404680	Federal Funds	\$ (13,500)												
438	010	095	56830000	007	405697	Other Funds	\$ (300)												
439	010	095	56830000			General Funds	\$ (16,158)	\$ (16,158)											
440	Total Revenue						\$ (29,958)												
441																			
442	010	095	56830000	010	500100	Personnel Services-Permanent	\$ -			\$ -		\$ -	\$ -	\$ -		51%	0%	49%	
443	010	095	56830000	050	500109	Personnel - Temporary	\$ (30,000)			\$ (16,158)		\$ (13,500)	\$ (300)	\$ (16,158)		45%	1%	54%	
444	Total Expense						\$ (30,000)				\$ (16,158)								
445																			
446	OMBUDSMAN																		
447	010	095	56960000	000	403959	Federal Funds	\$ 36,307												
448	010	095	56960000			General Funds	\$ 54,461	\$ 54,461											
449	Total Revenue						\$ 90,768												
450																			
451	010	095	56960000	012	500128	Personal Services Unclassified	\$ 7,500			\$ 4,500		\$ 3,000	\$ -	\$ 4,500		40%	0%	60%	
452	010	095	56960000	012	500128	Personal Services Unclassified	\$ 83,268			\$ 49,961		\$ 33,307	\$ -	\$ 49,961		40%	0%	60%	
453	Total Expense						\$ 90,768				54,461								
454																			
455	TOTAL OFFICE OF OPERATION SUPPORT									\$ 62,678	\$ 62,678	\$ 21,797	\$ (1,915)	\$ 62,678					
456																			
457	OFFICE OF ADMINISTRATION																		
458																			
459	BUREAU OF HUMAN RESOURCES																		
460	010	095	56770000	000	403971	Federal Funds	\$ 13,000												
461	010	095	56770000			General Funds	\$ 37,000	\$ 37,000											
462	Total Revenue						\$ 50,000												
463																			

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Obj	Org	Clas	Rcpt	Class Title	Increase/ Decrease Amount	Net Fund Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	Transfer Amount FF	OF	GF		FF	OF	GF	
2					Acc't														
3																			
464	010	095	56770000	010	500100	Regular Officers And Employee	\$ 50,000			\$ 37,000		\$ 13,000	\$ -	\$ 37,000		26%	0%	74%	
465	Total Expense						\$ 50,000				\$ 37,000								
466	DHHS DISTRICT OFFICE																		
467	010	095	56870000	000	403900	Federal Funds	\$ 11,275												
468	010	095	56870000			General Funds	\$ 16,225	\$ 16,225											
469	Total Revenue						\$ 27,500												
470	010	095	56870000	010	500100	Regular Officers And Employee	\$ 25,000			\$ 14,750		\$ 10,250	\$ -	\$ 14,750		41%	0%	59%	
471	010	095	56870000	050	500109	Part Time Salaries	\$ 2,500			\$ 1,475		\$ 1,025	\$ -	\$ 1,475		41%	0%	59%	
472	Total Expense						\$ 27,500				\$ 16,225								
473	TOTAL OFFICE OF ADMINISTRATION								\$ 63,225		\$ 53,225	\$ 24,275	\$ -	\$ 53,225					
474	OFFICE OF INFORMATION SERVICES																		
475	Office of Information Services																		
476	010	095	59520000	000	408159	Federal Funds	\$ 22,693												
477	010	095	59520000			General Funds	\$ 34,039	\$ 34,039											
478	Total Revenue						\$ 56,732												
479	010	095	59520000	010	500100	Personal Services - Permanent	\$ 130,000			\$ 78,000		\$ 52,000	\$ -	\$ 78,000		40%	0%	60%	
480	010	095	59520000	012	500128	Personal Services - Unclassified	\$ (83,268)			\$ (49,961)		\$ (33,307)	\$ -	\$ (49,961)		40%	0%	60%	
481	010	095	59520000	050	500109	Part Time	\$ 10,000			\$ 6,000		\$ 4,000	\$ -	\$ 6,000		40%	0%	60%	
482	Total Expense						\$ 56,732				\$ 34,039								
483	TOTAL OFFICE OF INFORMATION SERVICES								\$ 34,039		\$ 34,039	\$ 22,693	\$ -	\$ 34,039					
484	TOTAL																		
485									\$ 927,537	\$ 927,537	\$ 927,537	\$ 965,138	\$ 4,930	\$ 927,537					
486											\$ 927,537	\$ 965,138	\$ 4,930						
487																			
488																			
489																			
490																			
491																			
492																			
493																			
494																			
495																			
496																			
497																			
498																			
499																			
500																			
501																			
502																			
503																			
504																			
505																			
506																			
507																			
508																			
509																			
510																			
511																			
512																			
513																			
514																			
515																			
516																			
517																			
518																			
519																			
520																			
521																			

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Agcy	Org	Cla	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	Transfer Amount OF	GF		FF	SOF OF	GF	
4	LAWSON ACCOUNTING FORMAT																		
5	COMPANY	N/A	ACCT UNIT	CLASS	ACCOUNT														
7	DIVISION FOR CHILDREN, YOUTH AND FAMILIES																		
9	Office of Director - DCYF																		
10	010	042	29560000	000	408073	Federal Funds	\$4,364												
11	010	042	29560000			General Funds	\$6,636	\$6,636											
12	Total Revenue						\$11,000												
14	010	042	29560000	060	500601	Benefits	\$11,000			\$6,636		\$4,364	\$0	\$6,636		39.67%	0.00%	60.33%	
15	Total Expense						\$11,000				\$6,636								
17	Child Protection																		
18	010	042	29570000	000	408050	Federal Funds	(\$48,049)												
19	010	042	29570000			General Funds	(\$72,951)	(\$72,951)											
20	Total Revenue						(\$121,000)												
22	010	042	29570000	060	500601	Benefits	(\$121,000)			(\$72,951)		(\$48,049)	\$0	(\$72,951)		39.71%	0.00%	60.29%	
23	Total Expense						(\$121,000)				(\$72,951)								
25	Organizational Learning and Quality Improvement																		
26	010	042	29600000	000	408075	Federal Funds	(\$1,199)												
27	010	042	29600000			General Funds	(\$1,636)	(\$1,636)											
28	Total Revenue						(\$2,835)												
30	010	042	29600000	060	500601	Benefits	(\$2,835)			(\$1,636)		(\$1,199)	\$0	(\$1,636)		42.29%	0.00%	57.71%	
31	Total Expense						(\$2,835)				(\$1,636)								
33	Foster Care Health Program																		
34	010	042	29610000	000	404665	Federal Funds	(\$149)												
35	010	042	29610000			General Funds	(\$51)	(\$51)											
36	Total Revenue						(\$200)												
38	010	042	29610000	060	500601	Benefits	(\$200)			(\$51)		(\$149)	\$0	(\$51)		74.40%	0.00%	25.60%	
39	Total Expense						(\$200)				(\$51)								
41	TOTAL DIVISION FOR CHILDREN, YOUTH AND FAMILIES									(\$68,002)		(\$68,002)	(\$45,033)	\$0	(\$68,002)				
43	DIVISION OF CHILD SUPPORT SERVICES																		
45	Child Support Services																		
46	010	042	79290000	000	403955	Federal Funds	(\$62,700)												
47	010	042	79290000			General Funds	(\$32,300)	(\$32,300)											
48	Total Revenue						(\$95,000)												
50	010	042	79290000	060	500601	Benefits	(\$95,000)			(\$32,300)		(\$62,700)	\$0	(\$32,300)		66.00%	0.00%	34.00%	
51	Total Expense						(\$95,000)				(\$32,300)								
53	Child Support Services - Legal																		
54	010	042	79300000	000	403955	Federal Funds	(\$1,320)												
55	010	042	79300000			General Funds	(\$680)	(\$680)											
56	Total Revenue						(\$2,000)												
58	010	042	79300000	060	500601	Benefits	(\$2,000)			(\$680)		(\$1,320)	\$0	(\$680)		66.00%	0.00%	34.00%	
59	Total Expense						(\$2,000)				(\$680)								
61	TOTAL DIVISION OF CHILD SUPPORT SERVICES									(\$32,980)		(\$32,980)	(\$64,020)	\$0	(\$32,980)				
63	DIVISION OF CLIENT SERVICES																		
64	Field Operations																		

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund		Org	Clas	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	Transfer Amount OF	GF		FF	SOF OF	GF	
66	010	045	79930000	000	403959	Federal Funds	(\$56,120)												
67	010	045	79930000			General Funds	(\$43,880)	(\$43,880)											
68	Total Revenue						(\$100,000)												
70	010	045	79930000	060	500601	Benefits	(\$100,000)			(\$43,880)		(\$56,120)	\$0	(\$43,880)		56.12%	0.00%	43.88%	
71	Total Expense						(\$100,000)				(\$43,880)								
73	Client Eligibility & Enroll Ops (MCS)																		
74	010	045	79960000	000	403951	Federal Funds	(\$1,719)												
75	010	045	79960000			General Funds	(\$1,781)	(\$1,781)											
76	Total Revenue						(\$3,500)												
78	010	045	79960000	060	500601	Benefits	(\$3,500)			(\$1,781)		(\$1,719)	\$0	(\$1,781)		49.12%	0.00%	50.88%	
79	Total Expense						(\$3,500)				(\$1,781)								
81	Disability Determination Unit (DDU)																		
82	010	045	79970000	000	404597	Federal Funds	(\$5,000)												
83	010	045	79970000			General Funds	(\$5,000)	(\$5,000)											
84	Total Revenue						(\$10,000)												
86	010	045	79970000	060	500601	Benefits	(\$10,000)			(\$5,000)		(\$5,000)	\$0	(\$5,000)		50.00%	0.00%	50.00%	
87	Total Expense						(\$10,000)				(\$5,000)								
89	TOTAL DIVISION OF CLIENT SERVICES																		
									(\$50,661)		(\$50,661)	(\$62,839)	\$0	(\$50,661)					
91	NEW HAMPSHIRE HOSPITAL																		
93	Administration																		
94	010	094	84000000	000	404444	Medicaid DSH	(\$15,075)												
95	010	094	84000000			General Funds	(\$10,050)	(\$10,050)											
96	Total Revenue						(\$25,125)												
98	010	094	84000000	060	500602	Benefits	(\$25,125)			(\$10,050)		(\$15,075)	\$0	(\$10,050)		60.00%	0.00%	40.00%	
99	Total Expense						(\$25,125)				(\$10,050)								
101	NHH-Facility/Patient Support																		
102	\$10	094	84100000	000	404448	Medicaid DSH	(\$232,500)												
103	\$10	094	84100000			General Funds	(\$77,500)	(\$77,500)											
104	Total Revenue						(\$310,000)												
106	\$10	094	84100000	060	500601	Benefits	(\$310,000)			(\$77,500)		(\$232,500)	\$0	(\$77,500)		75.00%	0.00%	25.00%	
107	Total Expense						(\$310,000)				(\$77,500)								
109	Acute Psychiatric Services																		
110	\$10	094	87500000	000	404448	Medicaid DSH	(\$300,000)												
111	\$10	094	87500000			General Funds	(\$100,000)	(\$100,000)											
112	Total Revenue						(\$400,000)												
114	\$10	094	87500000	060	500601	Benefits	(\$400,000)			(\$100,000)		(\$300,000)	\$0	(\$100,000)		75.00%	0.00%	25.00%	
115	Total Expense						(\$400,000)				(\$100,000)								
118	TOTAL NEW HAMPSHIRE HOSPITAL							(\$335,125)		(\$187,550)		(\$187,550)	(\$547,575)	\$0	(\$187,550)				
120	OFFICE OF THE COMMISSIONER																		
122	COMMISSIONER'S OFFICE																		
123	010	095	50000000	000	403900	Federal Funds	(\$3,700)												
124	010	095	50000000			Other Funds													
125	010	095	50000000			General Funds	(\$6,300)	(\$6,300)											
126	Total Revenue						(\$10,000)												
128	010	095	50000000	060	500802	Benefits	(\$10,000)			(\$6,300)		(\$3,700)	\$0	(\$6,300)		37.00%	0.00%	63.00%	
129	Total Expense						(\$10,000)				(\$6,300)								

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Fund	Agcy	Org	Clas	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	Transfer Amount					
2					Acc't								OF	GF		FF	SOF OF	GF
130																		
131	EMPLOYEE ASSISTANCE PROGRAM																	
132	010	095	50250000	000	403900	Federal Funds	\$83											
133	010	095			406367	Other Funds	\$333											
134	010	095				General Funds	\$584	\$584										
135	Total Revenue						\$1,000											
136																		
137	010	095	50250000	060	500602	Benefits	\$1,000			\$584		\$83	\$333	\$584		8.30%	33.30%	58.40%
138	Total Expense						\$1,000				\$584							
139																		
140	OFFICE OF BUSINESS OPERATIONS																	
141	010	095	56760000	000	403900	Federal Funds	(\$8,682)											
142	010	095				General Funds	(\$13,580)	(\$13,580)										
143	Total Revenue						(\$22,262)											
144																		
145	010	095	56760000	060	500602	Benefits	(\$22,262)			(\$13,580)		(\$8,682)	\$0	(\$13,580)		39.00%	0.00%	61.00%
146	Total Expense						(\$22,262)				(\$13,580)							
147																		
148																		
149	TOTAL DIVISION OF OFFICE OF THE COMMISSIONER								(\$19,296)		(\$19,296)		(\$12,299)	\$333	(\$19,296)			
150																		
151	OFFICE OF IMPROVEMENT & INTEGRITY																	
152																		
153	OFFICE OF IMPROVEMENT & INTEGRITY																	
154	010	095	79350000	000	404460	Federal Funds	\$164,880											
155	010	095		009	407139	Other Funds	\$8,160											
156	010	095				General Funds	\$226,960	\$226,960										
157	Total Revenue						\$400,000											
158																		
159	010	095	79350000	060	500602	Benefits	\$400,000			\$226,960		\$164,880	\$8,160	\$226,960		41.22%	2.04%	56.74%
160	Total Expense						\$400,000				\$226,960							
161																		
162	TOTAL OFFICE OF IMPROVEMENT AND INTEGRITY								\$226,960		\$226,960		\$164,880	\$8,160	\$226,960			
163																		
164	OFFICE OF ADMINISTRATION																	
165																		
166	HUMAN RESOURCES																	
167	010	095	56770000	000	403971	Federal Funds	\$9,620											
168	010	095				General Funds	\$27,380	\$27,380										
169	Total Revenue						\$37,000											
170																		
171	010	095	56770000	060	500602	Benefits	\$37,000			\$27,380		\$9,620	\$0	\$27,380		26.00%	0.00%	74.00%
172	Total Expense						\$37,000				\$27,380							
173																		
174	DHHS DISTRICT OFFICE																	
175	010	095	56870000	000	404717	Federal Funds	\$22,660											
176	010	095				General Funds	\$32,340	\$32,340										
177	Total Revenue						\$55,000											
178																		
179	010	095	56870000	060	500602	Benefits	\$55,000			\$32,340		\$22,660	\$0	\$32,340		41.20%	0.00%	58.80%
180	Total Expense						\$55,000				\$32,340							
181																		
182	TOTAL OFFICE OF ADMINISTRATION								\$59,720		\$59,720		\$32,280	\$0	\$59,720			
183																		
184	OFFICE OF OPERATION SUPPORT																	
185																		
186	Child Care Licensing																	
187	010	095	51430000	000	400553	Federal Funds	\$3,993											
188	010	095				General Funds	\$3,007	\$3,007										
189	Total Revenue						\$7,000											
190																		
191	010	095	51430000	060	500601	Benefits	\$7,000			\$3,007		\$3,993	\$0	\$3,007		57.04%	0.00%	42.96%
192	Total Expense						\$7,000				\$3,007							
193																		

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Fund		Org	Cl	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	OF	GF		FF	OF	GF
2					Acc't							Transfer Amount				SOF		
3																		
194	HEALTH FACILITIES ADMINSTRN																	
195	010	095	51460000	000	408155	Federal Funds	(\$50,392)											
196	010	095	51460000	007	407698	Other Funds	(\$8,184)											
197	010	095	51460000			General Funds	(\$21,424)	(\$21,424)										
198	Total Revenue																	
							(\$80,000)											
200	010	095	51460000	060	500601	Benefits	(\$80,000)			(\$21,424)		(\$50,392)	(\$8,184)	(\$21,424)		62.99%	10.23%	26.78%
201	Total Expense																	
							(\$80,000)				(\$21,424)							
203	LEGAL SERVICES																	
204	010	095	56800000	000	404714	Federal Funds	(\$17,020)											
205	010	095	56800000			General Funds	(\$32,980)	(\$32,980)										
206	Total Revenue																	
							(\$50,000)											
208	010	095	56800000	060	500601	Benefits	(\$50,000)			(\$32,980)		(\$17,020)	\$0	(\$32,980)		34.04%	0.00%	65.96%
209	Total Expense																	
							(\$50,000)				(\$32,980)							
211	Operations Support																	
212	010	095	56830000	000	404680	Federal Funds	\$2,648											
213	010	095	56830000	007	405697	Other Funds	\$120											
214	010	095	56830000			General Funds	\$3,232	\$3,232										
215	Total Revenue																	
							\$6,000											
217	010	095	56830000	060	500601	Benefits	\$6,000			\$3,232		\$2,648	\$120	\$3,232		44.14%	2.00%	53.86%
218	Total Expense																	
							\$6,000				\$3,232							
220	OMBUDSMAN																	
221	010	095	56960000	000	403959	Federal Funds	(\$1,140)											
222	010	095	56960000			General Funds	(\$1,860)	(\$1,860)										
223	Total Revenue																	
							(\$3,000)											
225	010	095	56960000	060	500601	Benefits	(\$3,000)			(\$1,860)		(\$1,140)	\$0	(\$1,860)		38.01%	0.00%	61.99%
226	Total Expense																	
							(\$3,000)				(\$1,860)							
228	TOTAL OFFICE OF OPERATION SUPPORT																	
								(\$50,025)			(\$50,025)	(\$61,911)	(\$8,064)	(\$50,025)				
230	OFFICE OF INFORMATION SERVICES																	
232	Office of Information Services																	
233	010	095	59520000	000	408159	Federal Funds	(\$56,000)											
234	010	095	59520000			General Funds	(\$84,000)	(\$84,000)										
235	Total Revenue																	
							(\$140,000)											
237	010	095	59520000	060	500601	Benefits	(\$140,000)			(\$84,000)		(\$56,000)	\$0	(\$84,000)		40.00%	0.00%	60.00%
238	Total Expense																	
							(\$140,000)				(\$84,000)							
240	TOTAL OFFICE OF INFORMATION SERVICES																	
								(\$84,000)			(\$84,000)	(\$56,000)	\$0	(\$84,000)				
242	TOTAL DEPARTMENT OF HEALTH AND HUMAN SERVICES																	
								(\$205,834)			(\$205,834)	(\$652,517)	\$429	(\$205,834)				

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Agcy	Org	Clas	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	Transfer Amount OF	GF			SOF OF	GF	
2					Acc't														
3																			
4	LAWSON ACCOUNTING FORMAT																		
5	COMPANY	N/A	ACCOUNTING UNIT	CLASS	ACCOUNT														
6	DIVISION FOR CHILDREN, YOUTH AND FAMILIES																		
7	Child Protection																		
8	010	042	29570000	000	408050	Federal Funds	\$16,000												
9	010	042	29570000			General Funds	\$24,000	\$24,000											
10	Total Revenue																		
11	010	042	29570000	039	500188	Communications	\$40,000			\$24,000		\$16,000	\$0	\$24,000	40.00%	0.00%	60.00%		
12	Total Expense																		
13																			
14	Child & Family Services																		
15	010	042	29580000	000	404230	Federal Funds	\$100,000												
16	010	042	29580000	007	407139	Private Local Funds	\$0												
17	010	042	29580000			General Funds	\$100,000	\$100,000											
18	Total Revenue																		
19	010	042	29580000	535	500376	Out of Home Placements	\$200,000			\$100,000		\$100,000	\$0	\$100,000	50.00%	0.00%	50.00%		
20	Total Expense																		
21																			
22	Child Development Program																		
23	010	042	29770000	000	403979	Federal Funds	\$0												
24	010	042	29770000			General Funds	\$0	\$0											
25	Total Revenue																		
26																			
27	010	042	29770000	536	500377	Employment Related Child Care	(\$100,000)			(\$35,440)		(\$64,560)	\$0	(\$35,440)	64.56%	0.00%	35.44%		
28	010	042	29770000	564	500916	Child Care Protect Prevent	\$100,000			\$35,440		\$64,560	\$0	\$35,440	64.56%	0.00%	35.44%		
29	Total Expense																		
30																			
31	Juvenile Field Services																		
32	010	042	79050000	000	408044	Federal Funds	\$6,496												
33	010	042	79050000			General Funds	\$13,504	\$13,504											
34	Total Revenue																		
35																			
36	010	042	79050000	070	500700	In-State Travel	\$18,000			\$12,148		\$5,852	\$0	\$12,148	32.51%	0.00%	67.49%		
37	010	042	79050000	080	500710	Out-of-State Travel	\$2,000			\$1,356		\$644	\$0	\$1,356	32.20%	0.00%	67.80%		
38	Total Expense																		
39																			
40	TOTAL DIVISION FOR CHILDREN, YOUTH AND FAMILIES																		
41																			
42	OFFICE OF MINORITY AND REFUGEE AFFAIRS																		
43																			
44	Minority Health																		
45	010	042	79210000	000	408182	Federal Funds	(\$700)												
46	010	042	79210000			General Funds	\$0	\$0											
47	Total Revenue																		
48																			
49	010	042	79210000	039	500188	Telecommunications	\$800			\$0		\$800	\$0	\$0	100%	0%	0%		
50	010	042	79210000	501	500425	Payments to clients	(\$1,500)			\$0		(\$1,500)	\$0	\$0	100%	0%	0%		
51	Total Expense																		
52																			
53	Refugee Services																		
54	010	042	79220000	000	408181	Federal Funds	\$0												
55	010	042	79220000			General Funds	\$0	\$0											
56	Total Revenue																		
57																			
58	010	042	79220000	039	500188	Telecommunications	\$500			\$0		\$500	\$0	\$0	100%	0%	0%		
59	010	042	79220000	066	500543	Employee Training	(\$500)					(\$500)	\$0	\$0	100%	0%	0%		
60	Total Expense																		
61																			
62	OFFICE OF MINORITY AND REFUGEE AFFAIRS																		
63																			
64	DIVISION OF CHILD SUPPORT SERVICES																		
65																			
66																			
67																			
68																			

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund		Org	Cl	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	Transfer Amount OF	GF			SOF OF	GF	
2					Acc't														
3																			
69	Child Support Services																		
71	010	042	79290000	000	403955	Federal Funds	(\$14,520)												
72	010	042	79290000	009	407126	Other Funds	(\$32,000)												
73	010	042	79290000			General Funds	(\$7,480)	(\$7,480)											
74	Total Revenue						(\$54,000)												
75																			
76	010	042	79290000	020	500200	Current Expense	(\$22,000)			(\$7,480)		(\$14,520)	\$0	(\$7,480)		66%	0%	34%	
77	010	042	79290000	102	500731	Contracts for Prog Services	(\$32,000)			\$0		\$0	(\$32,000)	\$0		0%	100%	0%	
78	Total Expense						(\$54,000)				(\$7,480)								
79																			
80	Legal Services																		
81	010	042	79300000	000	403955	Federal Funds	(\$6,600)												
82	010	042	79300000	009	407126	Other Funds	\$0												
83	010	042	79300000			General Funds	(\$3,400)	(\$3,400)											
84	Total Revenue						(\$10,000)												
85																			
86	010	042	79300000	020	500200	Current Expense	(\$5,000)			(\$1,700)		(\$3,300)	\$0	(\$1,700)		66%	0%	34%	
87	010	042	79300000	039	500188	Telecommunications	(\$5,000)			(\$1,700)		(\$3,300)	\$0	(\$1,700)		66%	0%	34%	
88	Total Expense						(\$10,000)				(\$3,400)								
89																			
90	TOTAL DIVISION OF CHILD SUPPORT SERVICES												(\$10,880)	(\$21,120)		(\$32,000)	(\$10,880)		
91																			
92	DIVISION OF FAMILY ASSISTANCE																		
93																			
94	Director's Office																		
95	010	045	61250000	000	403950	Federal Funds	\$8,047												
96	010	045	61250000			General Funds	\$11,953	\$11,953											
97	Total Revenue						\$20,000												
98																			
99	010	045	61250000	020	500200	Current Expense	\$15,000			\$9,153		\$5,847	\$0	\$9,153		39%	0%	61%	
100	010	045	61250000	039	500188	Telecommunications	\$5,000			\$2,800		\$2,200	\$0	\$2,800		44%	0%	56%	
101	Total Expense						\$20,000				\$11,953								
102																			
103	Employment Support																		
104	010	045	61270000	000	403719	Federal Funds	\$11,750												
105	010	045	61270000			General Funds	\$8,250	\$8,250											
106	Total Revenue						\$20,000												
107																			
108	010	045	61270000	020	500200	Current Expense	\$15,000			\$6,150		\$8,850	\$0	\$6,150		59%	0%	41%	
109	010	045	61270000	039	500188	Telecommunications	\$5,000			\$2,100		\$2,900	\$0	\$2,100		58%	0%	42%	
110	Total Expense						\$20,000				\$8,250								
111																			
112	Old Age Assistance																		
113	010	045	61700000	000		Federal Funds	\$0												
114	010	045	61700000			General Funds	\$40,000	\$40,000											
115	Total Revenue						\$40,000												
116																			
117	010	045	61700000	501	500425	Payments to Clients	\$40,000			\$40,000		\$0	\$0	\$40,000		0%	0%	100%	
118	Total Expense						\$40,000				\$40,000								
119																			
120	Aid to the Needy Blind																		
121	010	045	61710000	000		Federal Funds	\$0												
122	010	045	61710000			General Funds	(\$20,948)	(\$20,948)											
123	Total Revenue						(\$20,948)												
124																			
125	010	045	61710000	501	500425	Payments to Clients	(\$20,948)			(\$20,948)		\$0	\$0	(\$20,948)		0%	0%	100%	
126	Total Expense						(\$20,948)				(\$20,948)								
127																			
128	APTD Grants																		
129	010	045	61740000	000		Federal Funds	\$0												
130	010	045	61740000			General Funds	(\$55,300)	(\$55,300)											
131	Total Revenue						(\$55,300)												
132																			
133	010	045	61740000	501	500425	Payments to Clients	(\$55,300)			(\$55,300)		\$0	\$0	(\$55,300)		0%	0%	100%	
134	Total Expense						(\$55,300)				(\$55,300)								
135																			

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Fund	Agcy	Org	Clas	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	Transfer Amount OF	GF	FF	OF	GF	SOF
2					Acc't													
3																		
136	TOTAL DIVISION OF FAMILY ASSISTANCE																	
137																		
138	DIVISION OF CLIENT SERVICES																	
139	Field Operations																	
140	010	045	79930000	000	403959	Federal Funds	\$370,900											
141	010	045	79930000	007	409282	Other Funds	\$0											
142	010	045	79930000			General Funds	\$0	\$0										
143	Total Revenue						\$370,900											
144	010	045	79930000	040	500800	Indirect Costs	\$50,000			\$0		\$50,000	\$0	\$0		100%	0%	0%
145	010	045	79930000	041	500801	Audit Fund Set Aside	\$5,900			\$0		\$5,900	\$0	\$0		100%	0%	0%
146	010	045	79930000	042	500620	Post-Ret Benefits	\$315,000			\$0		\$315,000	\$0	\$0		100%	0%	0%
147	Total Expense						\$370,900				\$0							
148	DCYF FIL OPS PG ELB																	
149	010	045	79940000	000	404671	Federal Funds	(\$25,835)											
150	010	045	79940000			General Funds	(\$24,165)	(\$24,165)										
151	Total Revenue						(\$50,000)											
152	010	045	79940000	070	500701	In-State Travel	(\$50,000)			(\$24,165)		(\$25,835)	\$0	(\$24,165)		52%	0%	48%
153	Total Expense						(\$50,000)				(\$24,165)							
154	Client Eligibility & Enroll Ops (MCS)																	
155	010	045	79960000	000	403951	Federal Funds	(\$1,000)											
156	010	045	79960000			General Funds	\$0	\$0										
157	Total Revenue						(\$1,000)											
158	010	045	79960000	041	500801	Audit Fund Set Aside	(\$1,000)			\$0		(\$1,000)	\$0	\$0		100%	0%	0%
159	Total Expense						(\$1,000)				\$0							
160	Disability Determination Unit (DDU)																	
161	010	045	79970000	000	404597	Federal Funds	(\$75,000)											
162	010	045	79970000			General Funds	(\$25,000)	(\$25,000)										
163	Total Revenue						(\$100,000)											
164	010	045	79970000	046	500462	Consultants	(\$100,000)			(\$25,000)		(\$75,000)	\$0	(\$25,000)		75%	0%	25%
165	Total Expense						(\$100,000)				(\$25,000)							
166	TOTAL DIVISION OF CLIENT SERVICES																	
167									(\$49,165)		(\$49,165)	\$269,065	\$0	(\$49,165)				
168	OFFICE OF MEDICAID & BUSINESS POLICY																	
169	Medicaid Administration																	
170	010	047	79370000	000	403978	Federal Funds	\$734,192											
171	010	047	79370000			General Funds	\$0	\$0										
172	Total Revenue						\$734,192											
173	010	047	79370000	040	500800	Indirect Costs	\$734,192			\$0		\$734,192	\$0	\$0		100%	0%	0%
174	Total Expense						\$734,192				\$0							
175	State Phase Down																	
176	010	047	79390000			Federal Funds	\$0											
177	010	047	79390000			General Funds	\$114,102	\$114,102										
178	Total Revenue						\$114,102											
179	010	047	79390000	503	500892	State Phase Down	\$114,102			\$114,102		\$0	\$0	\$114,102		0%	0%	100%
180	Total Expense						\$114,102				\$114,102							
181	Medicaid Care Management																	
182	010	047	79480000	000	403978	Federal Funds	\$0											
183	010	047	79480000	007	407145	Rx Rebates	\$214,102											
184	010	047	79480000			General Funds	(\$214,102)	(\$214,102)										
185	Total Revenue						\$0											
186	010	047	79480000	101	500729	Medical Payments to Providers	\$0			(\$214,102)		\$0	\$214,102	(\$214,102)		50%	0%	50%
187	Total Expense						\$0				(\$214,102)							

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Fund		Org	Clas	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen Fund by Org. Code	Net Gen' Fund By Agency	GF Amount	S/T	FF	Transfer Amount OF	GF		FF	OF	GF
2					Acc't				(\$100,000)		(\$100,000)	\$734,192	\$214,102	(\$100,000)				
3	TOTAL OFFICE OF MEDICAID & BUSINESS POLICY																	
203	BUREAU OF ELDERLY & ADULT SERVICES																	
204	Long Term Care Ombudsman																	
205	010	048	89300000	000	404476	Federal Funds	\$200											
206	010	048	89300000			General Funds	\$0	\$0										
207	Total Revenue																	
208	\$200																	
209	Total Expense																	
210	\$200																	
211	010	048	89300000	41	500801	Audit Fund Set Aside	\$200			\$0		\$200	\$0	\$0		100%	0%	0%
212	Total Expense																	
213	\$200																	
214	Nursing Services																	
215	010	048	61730000	000	404362	Federal Funds	\$0											
216	010	048	61730000			General Funds	\$0	\$0										
217	Total Revenue																	
218	\$0																	
219	010	048	61730000	101	500729	Medical Payments to Providers	\$183,424			\$91,712		\$91,712	\$0	\$91,712		50%	0%	50%
220	010	048	61730000	509	500897	Other Nursing Services	(\$176,000)			(\$88,000)		(\$88,000)	\$0	(\$88,000)		50%	0%	50%
221	010	048	61730000	565	500917	Outpatient Hospital	(\$7,424)			(\$3,712)		(\$3,712)	\$0	(\$3,712)		50%	0%	50%
222	Total Expense																	
223	\$0																	
224	TOTAL BUREAU OF ELDERLY & ADULT SERVICES																	
225	\$0																	
226	DIVISION OF PUBLIC HEALTH SERVICES																	
227	Office of The Director																	
228	010	090	51100000	000	404594	Federal Funds	\$96,000											
229	010	090	51100000			General Funds	\$0	\$0										
230	Total Revenue																	
231	\$96,000																	
232	Total Expense																	
233	010	090	51100000	040	500800	Indirect cost	\$96,000			\$0		\$96,000	\$0	\$0		100%	0%	0%
234	Total Expense																	
235	\$96,000																	
236	TOTAL DIVISION OF PUBLIC HEALTH SERVICES																	
237	\$0																	
238	BUREAU OF DEVELOPMENTAL SERVICES																	
239	Developmental Services																	
240	010	093	71000000	000	403793	Federal Funds	\$182,003											
241	010	093	71000000			General Funds	\$0	\$0										
242	Total Revenue																	
243	\$182,003																	
244	Total Expense																	
245	010	093	71000000	557	500906	Medicaid Waiver Services	\$182,003			\$0		\$182,003	\$0	\$0		100.00%	0%	0.00%
246	Total Expense																	
247	\$182,003																	
248	TOTAL BUREAU OF DEVELOPMENTAL SERVICES																	
249	\$0																	
250	NEW HAMPSHIRE HOSPITAL																	
251	Administration																	
252	010	094	84000000	000	404444	Medicaid DSH	\$125											
253	010	094	84000000			General Funds	\$0	\$0										
254	Total Revenue																	
255	\$125																	
256	Total Expense																	
257	010	094	84000000	041	500801	Audit Fund Set Aside	\$125			\$0		\$125	\$0	\$0		100%	0%	0%
258	Total Expense																	
259	\$125																	
260	NHH Facilities/Patient Support																	
261	010	094	84100000	000	404448	Medicaid DSH	(\$84,400)											
262	010	094	84100000	009	407550	Other Funds	\$1,200											
263	010	094	84100000			General Funds	(\$71,800)	(\$71,800)										
264	Total Revenue																	
265	(\$155,000)																	
266	010	094	84100000	023	500214	Heat Elect & Water	\$15,000			\$10,350		\$4,050	\$600	\$10,350		27%	4%	69%
267	010	094	84100000	028	582814	Transfers to Genl Svcs	(\$5,000)			(\$10,000)		(\$5,000)	\$0	(\$5,000)		50%		50%
268	010	094	84100000	039	500188	Telecommunications	\$15,000			\$10,350		\$4,050	\$600	\$10,350		27%	4%	69%

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Fund	Agcy	Org	Clas	Rcpt	Class Title	Increase/ Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	OF	GF	FF	OF	GF	
2					Acc't								Transfer Amount				SOF	
3																		
269	010	094	84100000	102	500731	Contracts for Prog Svcs	(\$175,000)			(\$87,500)		(\$87,500)	\$0	(\$87,500)	50%		50%	
270	Total Expense						(\$155,000)				(\$71,800)							
271	NHH Unemployment Comp																	
272	010	094	85830000			Medicaid DSH	\$0											
273	010	094	85830000			General Funds	\$3,700	\$3,700										
274	Total Revenue						\$3,700											
275	010	094	85830000	061	500536	Unemployment Comp	\$3,700			\$3,700		\$0	\$0	\$3,700			0%	100%
276	Total Expense						\$3,700				\$3,700							
277	Acute Psychiatric Services																	
278	010	094	87500000	000	404434	Medicaid DSH	(\$367,500)											
279	010	094	87500000			General Funds	(\$122,500)	(\$122,500)										
280	Total Revenue						(\$490,000)											
281	010	094	87500000	101	500729	Med Pymts to Providers	(\$250,000)			(\$62,500)		(\$187,500)	\$0	(\$62,500)	75%	0%	25%	
282	010	094	87500000	102	500731	Contract for Prog Svcs	(\$240,000)			(\$60,000)		(\$180,000)	\$0	(\$60,000)	75%	0%	25%	
283	Total Expense						(\$490,000)				(\$122,500)							
284	Sexual Predators Act																	
285	010	094	87530000	000		Medicaid DSH	\$0											
286	010	094	87530000			General Funds	(\$50,000)	(\$50,000)										
287	Total Revenue						(\$50,000)											
288	010	094	87530000	102	500731	Contracts for Prog Svcs	(\$50,000)			(\$50,000)		\$0	\$0	(\$50,000)			0%	100%
289	Total Expense						(\$50,000)				(\$50,000)							
290	TOTAL NEW HAMPSHIRE HOSPITAL																	
291									(\$240,600)		(\$240,600)	(\$451,775)	\$1,200	(\$240,600)				
292	OFFICE OF THE COMMISSIONER																	
293	COMMISSIONER'S OFFICE																	
294	010	095	50000000	000	403900	Federal Funds	(\$2,186)											
295	010	095	50000000			General Funds	(\$4,574)	(\$4,574)										
296	Total Revenue						(\$6,760)											
297	010	095	50000000	022	500255	Rental/Lease - Office Equipmnt	(\$1,000)			(\$630)		(\$370)	\$0	(\$630)	37%	0%	63%	
298	010	095	50000000	039	500188	Telecommunications-Voice	(\$5,505)			(\$3,468)		(\$2,037)	\$0	(\$3,468)	37%	0%	63%	
299	010	095	50000000	041	500801	Audit Fund Set Aside	\$500			\$0		\$500	\$0	\$0	100%	0%	0%	
300	010	095	50000000	080	500714	Out-of-State Travel	(\$755)			(\$476)		(\$279)	\$0	(\$476)	37%	0%	63%	
301	Total Expense						(\$6,760)				(\$4,574)							
302	EMPLOYEE ASSISTANCE PROGRAM																	
303	010	095	50250000	000	403900	Federal Funds	\$299											
304	010	095	50250000	001	406367	Other Funds	\$801											
305	010	095	50250000			General Funds	\$1,401	\$1,401										
306	Total Revenue						\$2,501											
307	010	095	50250000	022	500255	Rental/Lease - Office Equipmnt	\$100			\$58		\$8	\$33	\$58	8%	33%	58%	
308	010	095	50250000	039	500188	Telecommunications-Voice	\$2,300			\$1,343		\$191	\$766	\$1,343	8%	33%	58%	
309	010	095	50250000	041	500801	Audit Fund Set Aside	\$100			\$0		\$100	\$0	\$0	100%	0%	0%	
310	Total Expense						\$2,500				\$1,401							
311	OFFICE OF BUSINESS OPERATIONS																	
312	010	095	56760000	000	403970	Federal Funds	(\$112,681)											
313	010	095	56760000			General Funds	(\$177,354)	(\$177,354)										
314	Total Revenue						(\$290,035)											
315	010	095	56760000	020	500200	Current Expenses	(\$142,000)			(\$86,620)		(\$54,670)	\$0	(\$86,620)	39%	0%	61%	
316	010	095	56760000	035	583514	Shared Services Support DAS	(\$150,000)			(\$91,500)		(\$58,500)	\$0	(\$91,500)	39%	0%	61%	
317	010	095	56760000	041	500801	Audit Fund Set Aside	\$500			\$305		\$195	\$0	\$305	39%	0%	61%	
318	010	095	56760000	080	500710	Out of State Travel	\$755			\$461		\$294	\$0	\$461	39%	0%	61%	
319	Total Expense						(\$290,745)				(\$177,354)							
320	HOMELAND SECURITY - REP																	

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Fund	Org	Org	Clas	Rcpt	Class Title	Increase/	Net Ge	Net Gen'l										
2					Acc't		Decrease	Fund By	Fund By	GF									
3							Amount	Org. Code	Agency	Amount	S/T	FF	Transfer Amount	OF	GF		SOF	GF	
335	010	095	71780000	000	403900	Federal Funds	\$100												
336	010	095	71780000			General Funds	\$0												
337						Total Revenue	\$100												
338																			
339	010	095	71780000	041	500801	Audit Fund Set Aside	\$100				\$0	\$100	\$0	\$0		100%	0%	0%	
340						Total Expense	\$100					\$0							
341																			
342	TOTAL OFFICE OF THE COMMISSIONER																		
343																			
344	OFFICE OF IMPROVEMENT AND INTEGRITY																		
345																			
346	Office of Improvement and Integrity																		
347	010	095	79350000	000	404460	Federal Funds	(\$74,620)												
348	010	095	79350000	007	407129	Other Funds	(\$1,820)												
349	010	095	79350000			General Funds	(\$105,560)	(\$105,560)											
350						Total Revenue	(\$182,000)												
351																			
352	010	095	79350000	039	500188	Telecommunications-Voice	\$18,000			\$10,440		\$7,380	\$180	\$10,440		41%	1%	58%	
353	010	095	79350000	102	500731	Contracts for Program Services	(\$200,000)			(\$116,000)		(\$82,000)	(\$2,000)	(\$116,000)		41%	1%	58%	
354						Total Expense	(\$182,000)												
355																			
356	TOTAL OFFICE OF IMPROVEMENT AND INTEGRITY																		
357																			
358	OFFICE OF ADMINISTRATION																		
359																			
360	BUREAU OF HUMAN RESOURCES																		
361	010	095	56770000	000	403971	Federal Funds	\$1,430												
362	010	095	56770000			General Funds	\$4,070	\$4,070											
363						Total Revenue	\$5,500												
364																			
365	010	095	56770000	039	500188	Telecommunications-Voice	\$5,500			\$4,070		\$1,430	\$0	\$4,070		26%	0%	74%	
366						Total Expense	\$5,500												
367																			
368	MANAGEMENT SUPPORT																		
369	010	095	56850000	000	403900	Federal Funds	(\$101,500)												
370	010	095	56850000			General Funds	(\$153,000)	(\$153,000)											
371						Total Revenue	(\$254,500)												
372																			
373	010	095	56850000	020	500200	Supplies (Consumable)	\$45,000			\$27,000		\$18,000	\$0	\$27,000		40%	0%	60%	
374	010	095	56850000	022	500248	Rent to Owners Non State Space	(\$250,000)			(\$150,000)		(\$100,000)	\$0	(\$150,000)		40%	0%	60%	
375	010	095	56850000	039	500188	Telecommunications Voice	\$100,000			\$60,000		\$40,000	\$0	\$60,000		40%	0%	60%	
376	010	095	56850000	041	500801	Audit Fund Set Aside	\$500			\$0		\$500	\$0	\$0		100%	0%	0%	
377	010	095	56850000	103	500736	Contracts for O.P. Services	(\$150,000)			(\$90,000)		(\$60,000)	\$0	(\$90,000)		40%	0%	60%	
378						Total Expense	(\$254,500)					(\$63,000)							
379																			
380	TOTAL OFFICE OF ADMINISTRATION																		
381																			
382	OFFICE OF OPERATION SUPPORT																		
383																			
384	Child Care Licensing																		
385	010	095	51430000	000	400553	Federal Funds	(\$15,000)												
386	010	095	51430000			General Funds	\$0	\$0											
387						Total Revenue	(\$15,000)												
388																			
389	010	095	51430000	042	500620	Post-Ret Benefits	(\$15,000)			\$0		(\$15,000)	\$0	\$0		100%	0%	0%	
390						Total Expense	(\$15,000)					\$0							
391																			
392	HEALTH FACILITIES ADMINSTRN																		
393	010	095	51460000	000	408155	Federal Funds	(\$7,500)												
394	010	095	51460000			General Funds	(\$7,500)	(\$7,500)											
395						Total Revenue	(\$15,000)												
396																			
397	010	095	51460000	037	500173	Equipment-Hardware	(\$10,000)			(\$7,500)		(\$2,500)	\$0	(\$7,500)		25%	0%	75%	
398	010	095	51460000	042	500620	Post-Ret Benefits	(\$5,000)			\$0		(\$5,000)	\$0	\$0		100%	0%	0%	
399						Total Expense	(\$15,000)					(\$7,500)							
400																			
401	LEGAL SERVICES																		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Fund	Agcy	Org	Clas	Rcpt	Class Title	Increase/Decrease/Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	Transfer Amount OF	GF	FF	SOF	OF	GF	
402	010	095	56800000	000	404714	Federal Funds	(\$10,000)												
403	010	095	56800000			General Funds	\$0	\$0											
404	Total Revenue						(\$10,000)												
406	010	095	56800000	020	500200	Current Expenses	(\$2,000)			(\$1,346)		(\$654)	\$0	(\$1,346)	33%	0%	67%		
407	010	095	56800000	039	500188	Telecommunications	\$2,000			\$1,346		\$654	\$0	\$1,346	33%	0%	67%		
408	010	095	56800000	042	500620	Post-Ret Benefits	(\$10,000)			\$0		(\$10,000)	\$0	\$0	100%	0%	0%		
409	Total Expense						(\$10,000)				\$0								
411	Operations Support Administration																		
412	010	095	56830000	000	404715	Federal Funds	(\$10,000)												
413	010	095	56830000			General Funds	\$0	\$0											
414	Total Revenue						(\$10,000)												
416	010	095	56830000	040	500800	Indirect Costs	(\$10,000)			\$0		(\$10,000)	\$0	\$0	100%	0%	0%		
417	Total Expense						(\$10,000)				\$0								
419	TOTAL OFFICE OF OPERATION SUPPORT								(\$7,500)		(\$7,500)		(\$42,500)	\$0	(\$7,500)				
421	OFFICE OF INFORMATION SERVICES																		
423	Office of Information Services																		
424	010	095	59520000	000	408159	Federal Funds	\$50,000												
425	Total Revenue						\$50,000												
427	010	095	59520000	041	500801	Audit Fund Set Aside	\$50,000			\$0		\$50,000	\$0	\$0	100%	0%	0%		
428	Total Expense						\$50,000				\$0								
430	TOTAL OFFICE OF INFORMATION SERVICES								\$0		\$0		\$50,000	\$0	\$0				
432	TOTAL DEPARTMENT OF HEALTH AND HUMAN SERVICES OTHER								(\$721,703)		(\$721,703)		\$668,500	\$182,281	(\$721,703)				

STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION

William L. Wrenn
Commissioner

P.O. BOX 1806
CONCORD, NH 03302-1806

FIS 16 102

603-271-5610 FAX: 603-271-5639
TDD Access: 1-800-735-2964

May 31, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to the provisions of Chapter 276:219 Laws of 2015, the New Hampshire Department of Corrections respectfully requests permission to transfer \$335,250 among accounts listed on the attached detailed exhibit to cover estimated shortfalls in Class 018 Overtime, Class 048 Contract Maintenance Buildings and Grounds and Class 010 Personal Services-Permanent effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2016. 100% General Funds.

Transfers are to occur from and within accounts listed on the attached detailed exhibits as follows:

The remainder of this page intentionally left blank.

02-46-46-463010-7120000 NHSP/M - Security				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 10,368,536	\$ -	\$ 10,368,536
018-500106	Overtime	\$ 5,355,883	\$ 220,000	\$ 5,575,883
019-500105	Holiday Pay	\$ 392,339	\$ -	\$ 392,339
020-500200	Current Expenses	\$ 72,183	\$ -	\$ 72,183
022-500255	Rents - Leases Other than State	\$ 8,168	\$ -	\$ 8,168
024-500225	Maint Other Than Build-Grn	\$ 7,549	\$ -	\$ 7,549
030-500331	Equipment New/Replacement	\$ 11,650	\$ -	\$ 11,650
039-500188	Telecommunications	\$ 21,235	\$ -	\$ 21,235
050-500109	Personal Service-Temp/Appointed	\$ 25,406	\$ -	\$ 25,406
060-500602	Benefits	\$ 8,616,478	\$ (30,000)	\$ 8,586,478
068-500565	Remuneration	\$ 434,962	\$ -	\$ 434,962
070-500704	In-State Travel Reimbursement	\$ 90,673	\$ -	\$ 90,673
103-502664	Contracts for Operational Services	\$ 440	\$ -	\$ 440
242-500787	Transportation of Inmates	\$ 27,841	\$ -	\$ 27,841
	Total	\$ 25,433,343	\$ 190,000	\$ 25,623,343
	REVENUES			
	Total General Funds	\$ 25,433,343	\$ 190,000	\$ 25,623,343

02-46-46-463010-7140000 NHSP/M Maintenance				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 573,091	\$ -	\$ 573,091
018-500106	Overtime	\$ 29,016	\$ -	\$ 29,016
019-500105	Holiday Pay	\$ 5,638	\$ -	\$ 5,638
020-500200	Current Expenses	\$ 103,057	\$ -	\$ 103,057
022-500255	Rents - Leases Other than State	\$ 3,079	\$ -	\$ 3,079
023-500291	Heat-Electricity-Water	\$ 2,593,675	\$ -	\$ 2,593,675
024-500225	Maint Other Than Build-Grn	\$ 40,836	\$ -	\$ 40,836
030-500331	Equipment New/Replacement	\$ 1,243	\$ -	\$ 1,243
039-500188	Telecommunications	\$ 4,879	\$ -	\$ 4,879
047-500240	Own Forces Maint Build-Grn	\$ 41,943	\$ -	\$ 41,943
048-500226	Contractual Maint Build-Grn	\$ 188,115	\$ 68,250	\$ 256,365
050-500109	Personal Service-Temp/Appointed	\$ 24,926	\$ -	\$ 24,926
060-500602	Benefits	\$ 343,939	\$ -	\$ 343,939
070-500704	In-State Travel Reimbursement	\$ 20,368	\$ -	\$ 20,368
103-502664	Contracts for Operational Services	\$ 50,568	\$ -	\$ 50,568
	Total	\$ 4,024,373	\$ 68,250	\$ 4,092,623
	REVENUES			
	Total General Funds	\$ 4,024,373	\$ 68,250	\$ 4,092,623

02-46-46-464510-71060000 NHSP/M Minimum Security Unit				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 565,837	\$ 15,000	\$ 580,837
018-500106	Overtime	\$ 134,504	\$ (6,500)	\$ 128,004
019-500105	Holiday Pay	\$ 18,385	\$ -	\$ 18,385
020-500200	Current Expenses	\$ 1,390	\$ -	\$ 1,390
021-500211	Food Institutions	\$ 151,149	\$ -	\$ 151,149
022-500255	Rents - Leases Other than State	\$ 1,449	\$ -	\$ 1,449
024-500225	Maint Other Than Build-Grn	\$ 248	\$ -	\$ 248
047-500240	Own Forces Maint Build-Grn	\$ 530	\$ -	\$ 530
048-500226	Contractual Maint Build-Grn	\$ 2,219	\$ -	\$ 2,219
060-500602	Benefits	\$ 423,453	\$ -	\$ 423,453
068-500565	Remuneration	\$ 93,747	\$ -	\$ 93,747
070-500704	In-State Travel Reimbursement	\$ 500	\$ -	\$ 500
	Total	\$ 1,393,411	\$ 8,500	\$ 1,401,911
	REVENUES			
	Total General Funds	\$ 1,393,411	\$ 8,500	\$ 1,401,911

02-46-46-465010-58330000 Secure Psychiatric Unit				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,748,203	\$ (60,000)	\$ 1,688,203
018-500106	Overtime	\$ 414,577	\$ 32,000	\$ 446,577
019-500105	Holiday Pay	\$ 37,212	\$ -	\$ 37,212
020-500200	Current Expenses	\$ 20,905	\$ -	\$ 20,905
021-500211	Food Institutions	\$ 92,579	\$ -	\$ 92,579
022-500255	Rents - Leases Other than State	\$ 3,399	\$ -	\$ 3,399
024-500225	Maint Other Than Build-Grn	\$ 1,848	\$ -	\$ 1,848
039-500188	Telecommunications	\$ 49,385	\$ -	\$ 49,385
047-500240	Own Forces Maint Build-Grn	\$ 2,400	\$ -	\$ 2,400
048-500226	Contractual Maint Build-Grn	\$ 2,000	\$ -	\$ 2,000
060-500602	Benefits	\$ 1,155,728	\$ -	\$ 1,155,728
068-500565	Remuneration	\$ 41,185	\$ -	\$ 41,185
070-500704	In-State Travel Reimbursement	\$ 973	\$ -	\$ 973
101-500730	Medical Payments to Providers	\$ 60,355	\$ -	\$ 60,355
103-502664	Contracts for Operational Services	\$ 2,332	\$ -	\$ 2,332
	Total	\$ 3,633,081	\$ (28,000)	\$ 3,605,081
	REVENUES			
	Total General Funds	\$ 3,633,081	\$ (28,000)	\$ 3,605,081

02-46-46-465010-82340000 Medical - Dental				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 3,087,845	\$ (81,500)	\$ 3,006,345
012-500128	Personal Services - Unclassified	\$ 105,915	\$ -	\$ 105,915
018-500106	Overtime	\$ 224,988	\$ -	\$ 224,988
019-500105	Holiday Pay	\$ 47,818	\$ -	\$ 47,818
020-500200	Current Expenses	\$ 178,427	\$ -	\$ 178,427
022-500255	Rents - Leases Other than State	\$ 1,721	\$ -	\$ 1,721
024-500225	Maint Other Than Build-Grn	\$ 1,500	\$ -	\$ 1,500
030-500331	Equipment New/Replacement	\$ 50,000	\$ -	\$ 50,000
039-500188	Telecommunications	\$ 12,553	\$ -	\$ 12,553
050-500109	Personal Service-Temp/Appointed	\$ 57,487	\$ -	\$ 57,487
060-500602	Benefits	\$ 1,693,883	\$ -	\$ 1,693,883
070-500704	In State Travel Reimbursement	\$ 5,153	\$ -	\$ 5,153
101-500729	Medical Payments to Providers	\$ 4,691,236	\$ -	\$ 4,691,236
103-502664	Contracts for Operational Services	\$ 3,970	\$ -	\$ 3,970
	Total	\$ 10,162,496	\$ (81,500)	\$ 10,080,996
	REVENUES			
	Total General Funds	\$ 10,162,496	\$ (81,500)	\$ 10,080,996

The remainder of this page intentionally left blank.

02-46-46-466010-71110000 NHSP/W - Prison for Women				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,206,109	\$ -	\$ 1,206,109
011-500126	Personal Services - Unclassified	\$ 95,524	\$ -	\$ 95,524
018-500106	Overtime	\$ 328,558	\$ -	\$ 328,558
019-500105	Holiday Pay	\$ 34,623	\$ -	\$ 34,623
020-500200	Current Expenses	\$ 34,888	\$ -	\$ 34,888
021-500211	Food Institutions	\$ 129,421	\$ -	\$ 129,421
022-500255	Rents - Leases Other than State	\$ 258,028	\$ -	\$ 258,028
023-500291	Heat-Electricity-Water	\$ 158,741	\$ -	\$ 158,741
024-500225	Maint Other Than Build-Grn	\$ 9,411	\$ -	\$ 9,411
030-500331	Equipment New/Replacement	\$ 6,655	\$ -	\$ 6,655
039-500188	Telecommunications	\$ 10,893	\$ -	\$ 10,893
047-500240	Own Forces Maint Build-Grn	\$ 3,346	\$ -	\$ 3,346
048-500226	Contractual Maint Build-Grn	\$ 18,388	\$ -	\$ 18,388
050-500109	Personal Service-Temp/Appointed	\$ 51,202	\$ -	\$ 51,202
060-500602	Benefits	\$ 876,464	\$ -	\$ 876,464
068-500565	Remuneration	\$ 65,008	\$ -	\$ 65,008
070-500704	In-State Travel Reimbursement	\$ 10,920	\$ -	\$ 10,920
102-500731	Contracts for Program Services	\$ 740,248	\$ (68,250)	\$ 671,998
103-502664	Contracts for Operational Services	\$ 5,959	\$ -	\$ 5,959
	Total	\$ 4,044,386	\$ (68,250)	\$ 3,976,136
	REVENUES			
	Total General Funds	\$ 4,044,386	\$ (68,250)	\$ 3,976,136

The remainder of this page intentionally left blank.

02-46-46-468010-82500000 Berlin Prison (NCF)				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 5,703,369	\$ -	\$ 5,703,369
011-500126	Personal Services - Unclassified	\$ 90,843	\$ -	\$ 90,843
018-500106	Overtime	\$ 1,944,100	\$ (52,000)	\$ 1,892,100
019-500105	Holiday Pay	\$ 144,866	\$ -	\$ 144,866
020-500200	Current Expenses	\$ 221,168	\$ -	\$ 221,168
021-500211	Food Institutions	\$ 635,772	\$ -	\$ 635,772
022-500255	Rents - Leases Other than State	\$ 6,788	\$ -	\$ 6,788
023-500291	Heat-Electricity-Water	\$ 1,181,236	\$ -	\$ 1,181,236
024-500225	Maint Other Than Build-Grn	\$ 12,177	\$ -	\$ 12,177
030-500331	Equipment New/Replacement	\$ 58,250	\$ -	\$ 58,250
039-500188	Telecommunications	\$ 57,360	\$ -	\$ 57,360
047-500240	Own Forces Maint Build-Grn	\$ 64,125	\$ -	\$ 64,125
048-500226	Contractual Maint Build-Grn	\$ 129,922	\$ -	\$ 129,922
060-500602	Benefits	\$ 4,438,507	\$ (37,000)	\$ 4,401,507
068-500565	Remuneration	\$ 231,868	\$ -	\$ 231,868
070-500704	In-State Travel Reimbursement	\$ 98,774	\$ -	\$ 98,774
102-500731	Contracts for Program Services	\$ 40,170	\$ -	\$ 40,170
103-502664	Contracts for Operational Services	\$ 20,565	\$ -	\$ 20,565
	Total	\$ 15,079,859	\$ (89,000)	\$ 14,990,860
	REVENUES			
	Total General Funds	\$ 15,079,859	\$ (89,000)	\$ 14,990,860

The remainder of this page intentionally left blank.

EXPLANATION

The Department requests to transfer \$335,250 from various General Fund accounting units, Class 010 Personal Services Permanent Classified, Class 018 Overtime, Class 060 Benefits and Class 102 Contracts-Program Services as summarized below to address an estimated overall \$81,000 deficit in Class 018 Overtime and a \$68,250 deficit in Class 048 Contract Maintenance Buildings and Grounds along with a combined anticipated \$171,000 negative balance in Class 018 Overtime accounting units 5833 Secure Psychiatric Unit and 7120 NHSP/M Security. This transfer also addresses an anticipated \$15,000 negative balance in Class 010 Personal Services Permanent Classified in accounting unit 7106 Minimum Security Unit.

Class 010 Personal Services Permanent Classified has an anticipated net surplus as a result of departmental vacancies in various accounting units. Critical needs exist to fill both security and other direct care positions. Despite increased recruiting efforts, the Department has had difficulty attracting an adequate number of qualified candidates to address this need.

Class 018 Overtime has a projected fiscal year end general fund shortfall of \$81,000. Position vacancies have resulted in a need for increased overtime to maintain institutional security and inmate care.

Class 048 Contract Maintenance Buildings and Grounds has an anticipated deficit as a result of an extraordinary repair. The Concord men's prison facility sustained a power outage due to a multiple transformer failure. The two replacement transformers and necessary repairs resulted in a cost of \$68,250.

Class 060 Benefits has a net surplus as a result of departmental vacancies in various accounting units.

Class 102 Contracts for Program Services accounting unit 7111 NHSP/W Prison for Women has a surplus of \$68,250. Savings have been realized as fewer female inmates have been housed at the Strafford County House of Corrections than was anticipated.

Transfer from Class 010 Personal Services -Permanent:

- \$ 60,000 from accounting unit 5833 Secure Psychiatric Unit
- \$ 81,500 from accounting unit 8234 Medical-Dental

Transfer from Class 018 Overtime:

- \$ 6,500 from accounting unit 7106 Minimum Security Unit
- \$ 52,000 from accounting unit 8250 Berlin Prison

Transfer from Class 060 Benefits:

- \$ 30,000 from accounting unit 7120 NHSP/M Security
- \$ 37,000 from accounting unit 8250 Berlin Prison

Transfer from Class 102 Contracts-Program Services:

- \$ 68,250 from accounting unit 7111 NHSP/W Prison for Women
-

Transfer to Class 010 Personal Services -Permanent:

- \$ 15,000 to accounting unit 7106 Minimum Security Unit

Transfer to Class 018 Overtime:

- \$ 32,000 to accounting unit 5833 Secure Psychiatric Unit
- \$ 220,000 to accounting unit 7120 NHSP/M Security

Transfer to Class 048 Contract Maintenance Buildings and Grounds:

- \$ 68,250 to accounting unit 7140 NHSP/M Maintenance

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions.

- A. Does transfer involve continuing program or one-time projects?
These transfers involve continuing programs.
- B. Is this transfer required to maintain existing program level or will it increase the program level?
All transfers listed will be used to maintain existing program levels.
- C. Cite any requirements that make this program mandatory.
The requested action to transfer appropriations is required to maintain institutional security.
- D. Identify the source of the funds on all accounts listed on this transfer.
All accounting units are General Funds.
- E. Will there be any effect on revenue if this transfer is approved or disapproved?
There will not be any effect on revenue.
- F. Are funds expected to lapse if this transfer is not approved?
General Funds- All Classes, if not fully expended, will lapse at year end with the exception of Class 018 Overtime and Class 048 Contract Maintenance Buildings and Grounds, if the request is not approved.
- G. Are personnel services involved?
No new positions are being funded by this transfer.

Respectfully Submitted,



William L. Wrenn
Commissioner

LBAO
05/25/16

ADDITIONAL REVENUES AND POSITIONS - BIENNIUM ENDING JUNE 30, 2017
Fiscal Committee Approvals Through Meeting of 05/20/16

Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established		Comments
							Full-Time	Part-Time	
YEAR 2016									
March'16	Adjutant General's Department	RSA 14:30-a, VI	-	450,000	-	450,000			
	Adjutant General's Department Total		-	450,000	-	450,000	-	-	
July'15	Cultural Resources, Department of	RSA 14:30-a, VI; RSA 124:15	-	594,691	-	594,691		3	Authorizes 3 part time positions (grants coordinator and 2 program specialists I)
Aug'15	Cultural Resources, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	29,456	29,456			Extended authorization for consultants from 6/30/15 to 12/31/15.
	Cultural Resources, Department of Total		-	594,691	29,456	624,147	-	3	
July'15	Education, Department of	RSA 14:30-a, VI; RSA 124:15	-	1,084,997	-	1,084,997			Item extends the end date for 2 temporary full time positions (program specialist III and program assistant II) originally established in FIS 15-033
July'15	Education, Department of	RSA 14:30-a, VI; RSA 124:15	-	1,586,127	-	1,586,127			Item extends the end date for 3 temp full time (Administrator II, Program Specialist III, Program Assistant II) and one part time position (Program Specialist III) originally established in FIS 14-026
Dec'15	Education, Department of	RSA 14:30-a, VI; RSA 124:15	-	763,462	-	763,462	1		Item allows for 1 temporary full time position (education consultant I)
	Education, Department of Total		-	3,434,586	-	3,434,586	1	0	
Jan'16	Energy and Planning, Office of	RSA 14:30-a, VI	-	300,000	-	300,000			
	Energy and Planning, Office of Total		-	300,000	-	300,000	0	0	
July'15	Environmental Services, Department of	RSA 124:15	-	-	-	-			Item extends the end date for 5 temp full time positions (administrator IV, Administrator III, Civil Engineer VI, and 2 Environmentalist IV) originally established in FIS 13-246. FIS 15-239 extends end date from 12/31/15 to 6/30/17.
Jan'16	Environmental Services, Department of	RSA 14:30-a, VI	-	127,420	-	127,420			
Feb'16	Environmental Services, Department of	RSA 14:30-a, VI	-	163,209	-	163,209			
Feb'16	Environmental Services, Department of	RSA 14:30-a, VI	-	-	75,000,000	75,000,000			
March'16	Environmental Services, Department of	RSA 14:30-a, VI	-	300,000	-	300,000			
May'16	Environmental Services, Department of	RSA 14:30-a, VI	-	-	285,000	285,000			
	Environmental Services, Department of Total		-	590,629	75,285,000	75,590,629	0	0	
Oct'15	Fish and Game Department	RSA 14:30-a, VI	-	595,800	-	595,800			
Oct'15	Fish and Game Department	RSA 14:30-a, VI	-	174,570	-	174,570			
Jan'16	Fish and Game Department	RSA 14:30-a, VI	-	29,359	10,000	39,359			
April'16	Fish and Game Department	RSA 14:30-a, VI; RSA 124:15	-	170,170	-	170,170			Establishes a class 046 consultant line to hire a consultant to develop and implement a web-based event manager service.
	Fish and Game Department Total		-	969,899	10,000	979,899	0	0	
July'15	Governor's Office	RSA 14:30-a, VI; RSA 124:15	-	-	112,500	112,500			Item extends the end date for one non-classified full time position originally established in FIS 14-196
	Governor's Office Total		-	-	112,500	112,500	-	-	
July'15	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	124,150	34,328	158,478			
Dec'15	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	9,129,830	1,219,378	10,349,208			
Feb'16	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	1,557,555	61,714	1,619,269			
Feb'16	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	4,000	-	4,000			
Feb'16	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	(74,999)	(9,630)	(84,629)			

LBAO
05/25/16

ADDITIONAL REVENUES AND POSITIONS - BIENNIUM ENDING JUNE 30, 2017
Fiscal Committee Approvals Through Meeting of 05/20/16

Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established		Comments
							Full-Time	Part-Time	
	DHHS - Office of the Commissioner Total		-	10,740,536	1,305,790	12,046,326	-	-	
Aug'15	DHHS - Division of Children, Youth and Families	RSA 14:30-a, VI	-	219,342	-	219,342			
	DHHS - Division of Children, Youth and Families Total		-	219,342	-	219,342	-	-	
July'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	1,636,364	-	1,636,364			
Aug'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	127,089	-	127,089			
Aug'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	1,724,196	-	1,724,196			FIS 15-272 extends the end date from 12/31/15 to 6/30/17 and accepts additional funds (see below)
Dec'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	340,567	-	340,567			See above
Aug'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	103,396	-	103,396			
Aug'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	1,067,592	-	1,067,592			
Aug'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI; RSA 124:15	-	257,214	-	257,214	-		Item extends the end date for 3 positions (a senior management analyst and two program planner III) originally approved with FIS 15-002
Oct'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI; RSA 124:15	-	1,038,641	-	1,038,641	5		Item creates 5 temporary full-time positions (Toxicologist IV, 2 toxicologist II, public health program manager, and program specialist IV)
Dec'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	-	300,000	300,000			
Dec'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	120,522	-	120,522			
Dec'15	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	286,867	-	286,867			
Jan'16	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	309,247	-	309,247			
Jan'16	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	1,727,822	-	1,727,822			
Feb'16	DHHS - Division of Public Health Services	RSA 14:30-a, VI; RSA 124:15	-	678,574	-	678,574	2		Item establishes two full time temporary positions
Feb'16	DHHS - Division of Public Health Services	RSA 14:30-a, VI; RSA 124:15	-	466,012	-	466,012	2		Item establishes two full time temporary positions
	DHHS - Division of Public Health Services Total		-	9,884,103	300,000	10,184,103	9	-	
Dec'15	DHHS - Office of Human Services	RSA 14:30-a, VI; RSA 124:15	-	362,852	-	362,852	1		Item establishes 1 full time temporary position
	DHHS - Office of Human Services Total		-	362,852	-	362,852	1	-	
July'15	DHHS - Office of Medicaid Business and Policy	RSA 14:30-a, VI	-	2,500,000	-	2,500,000			
Oct'15	DHHS - Office of Medicaid Business and Policy	RSA 14:30-a, VI	-	2,231,951	-	2,231,951			
Oct'15	DHHS - Office of Medicaid Business and Policy	RSA 14:30-a, VI	-	324,997	-	324,997			
Jan'16	DHHS - Office of Medicaid Business and Policy	RSA 14:30-a, VI	-	4,083,670	-	4,083,670			
March'16	DHHS - Office of Medicaid Business and Policy	RSA 14:30-a, VI	-	-	-	-			Item amends item 15-034 by reallocating federal funds between classes and extending the end date to 12/20/2016.
May '16	DHHS - Office of Medicaid Business and Policy	RSA 14:30-a, VI	-	10,010,000	10,000,000	20,010,000	-	-	Additional drug rebate revenue and matching federal funds.
	DHHS - Office of Medicaid Business and Policy Total		-	19,150,618	10,000,000	29,150,618	-	-	
March'16	Department of Information Technology	RSA 14:30-a, VI; RSA 124:15	-	-	120,000	120,000			Item provides approval for establishing consultant positions. Federal Funds from Homeland Security
	Department of Information Technology Total		-	-	120,000	120,000	-	-	
July'15	Insurance Department	RSA 14:30-a, VI; RSA 124:15	-	444,179	-	444,179			Item extends the end date for consultants established in FIS 14-174
July'15	Insurance Department	RSA 14:30-a, VI; RSA 124:15	-	1,055,985	-	1,055,985			Item extends the end date for consultants established in FIS 13-247
July'15	Insurance Department	RSA 14:30-a, VI; RSA 124:15	-	529,678	-	529,678			Item provides approval for establishing consultant positions

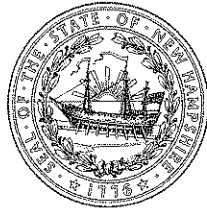
ADDITIONAL REVENUES AND POSITIONS - BIENNIUM ENDING JUNE 30, 2017
Fiscal Committee Approvals Through Meeting of 05/20/16

Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established		Comments
							Full-Time	Part-Time	
	Insurance Department Total		-	2,029,842	-	2,029,842	-	-	
July'15	Justice, Department of	RSA 14:30-a, VI; RSA 124:15	-	106,177	-	106,177			Item provides approval for establishing consultant positions. FIS 15-250 extends end date from 12/31/15 to 6/30/17.
July'15	Justice, Department of	RSA 124:15	-	-	-	-			Item establishes one part time program specialist IV position
Sept'15	Justice, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	138,902	138,902	1		Item establishes one temp full time planning analyst (LG 24) position and approval for establishing consultant position. FIS 15-247 extends the end date from 12/31/15 to 6/30/17 and accepts an additional \$138,902 of agency income.
Oct'15	Justice, Department of	RSA 14:30-a, VI	-	5,940,633	-	5,940,633			
Dec'15	Justice, Department of	RSA 14:30-a, VI	-	142,145	-	142,145			
Dec'15	Justice, Department of	RSA 14:30-a, VI	-	500,000	-	500,000			
Dec'15	Justice, Department of	RSA 14:30-a, VI	-	60,000	-	60,000	1		Establishes 1 drug prosecutor position
Jan'16	Justice, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	140,000	140,000	1		Establishes 1 victim witness specialist (LG 26) position
March'16	Justice, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	132,346	132,346	1		Establishes 1 Elder Abuse Prosecutor.
March'16	Justice, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	123,454	123,454	1		Establishes 1 victim witness specialist (LG 26) position
March'16	Justice, Department of	RSA 14:30-a, VI	-	399,622	-	399,622			
May '16	Justice, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	100,000	100,000			Hire a consultant to assist in investigation of potential claims regarding fraudulent marketing of opioid drugs. Consumer Protection Revolving Funds.
	Justice, Department of Total		-	7,148,577	634,702	7,783,279	5	-	
July'15	Pharmacy, Board of	RSA 124:15	-	-	-	-			Item extends the end date for one temp full time Administrator I and one part time Administrator I as contained in FIS 14-015 and FIS 13-164, FIS 15-273 extends end date through 3/31/16.
	Pharmacy, Board of Total		-	-	-	-	-	-	
March'16	Office of Professional Licensure and Certification	RSA 14:30-a, VI; RSA 124:15	-	-	452,084	452,084	1		Establishes 1 administrative assistant (LG 16) position and extends a administrator I (LG 27) through June 30, 2017.
	Office of Professional Licensure and Certification Total		-	-	452,084	452,084	1	-	
Aug'15	Resources and Economic Development, Department of	RSA 14:30-a, VI	-	-	109,020	109,020			
Aug'15	Resources and Economic Development, Department of	RSA 14:30-a, VI	-	-	189,276	189,276			
Aug'15	Resources and Economic Development, Department of	RSA 14:30-a, VI; RSA 124:15	-	319,848	-	319,848			Item provides approval for establishing consultant position of consortium manager. FIS 15-253 extends end date from 12/31/15 to 5/31/16
Sept'15	Resources and Economic Development, Department of	RSA 14:30-a, VI	-	199,878	-	199,878			FIS 15-234 extends end date from 12/31/15 to 9/29/16
March'16	Resources and Economic Development, Department of	RSA 14:30-a, VI	-	-	150,000	150,000			
May '16	Resources and Economic Development, Department of	RSA 14:30-a, VI	-	-	215,000	215,000			Parks Fund. Purchase of camps at Umbagog.
	Resources and Economic Development, Department of Total		-	519,726	663,296	1,183,022	-	-	
July'15	Safety, Department of	RSA 124:15	-	-	-	-			Item extends the end date for consultant positions originally contained in FIS 14-203

LBAO
05/25/16

ADDITIONAL REVENUES AND POSITIONS - BIENNIUM ENDING JUNE 30, 2017
Fiscal Committee Approvals Through Meeting of 05/20/16

Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established		Comments
							Full-Time	Part-Time	
July'15	Safety, Department of	RSA 124:15	-	-	-	-			Item extends the end date for consultant positions originally contained in FIS 15-032
July'15	Safety, Department of	RSA 124:15	-	-	-	-			Item extends the end date for consultant positions originally contained in FIS 14-152. FIS 15-242 extends end date from 12/31/15 to 9/30/16.
Aug'15	Safety, Department of	RSA 14:30-a, VI; RSA 124:15	-	870,841	-	870,841			Item provides approval for establishing consultant positions. See FIS 15-249
Aug'15	Safety, Department of	RSA 14:30-a, VI; RSA 124:15	-	(471,861)	-	(471,861)			Item extends end date for FIS 15-132 from 12/31/15 to 6/30/17 and reduces the amount to reflect what has been appropriated.
Aug'15	Safety, Department of	RSA 14:30-a, VI	-	4,439,989	-	4,439,989			FIS 15-236 changes end date from 12/31/15 to 6/30/17
Aug'15	Safety, Department of	RSA 14:30-a, VI	-	2,237,568	-	2,237,568			FIS 15-237 changes end date from 12/31/15 to 6/30/17
Aug'15	Safety, Department of	RSA 14:30-a, VI	-	554,499	-	554,499			FIS 15-238 changes end date from 12/31/15 to 6/30/17
Sept'15	Safety, Department of	RSA 14:30-a, VI; RSA 124:15	-	7,747,351	-	7,747,351	2		Item provides approval to establish 2 temporary positions. FIS 15-241 extends end date from 12/31/15 to 6/30/17.
Oct'15	Safety, Department of	RSA 14:30-a, VI	-	1,200,143	-	1,200,143			
Oct'15	Safety, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	165,714	165,714	1		Item provides approval to establish 1 temporary position (full-time State Police Captain)
Dec'15	Safety, Department of	RSA 14:30-a, VI	-	-	101,655	101,655			
Dec'15	Safety, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	165,975	165,975			Item provides approval to establish consultant positions
Dec'15	Safety, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	77,170	77,170	4		Item provides approval to establish 4 temporary part-time positions in class 50
Jan'16	Safety, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	257,346	257,346	2		Item provides approval to establish 2 temporary full-time hearings examiner prosecutor positions
Feb'16	Safety, Department of	RSA 14:30-a, VI	-	-	329,164	329,164			
Feb'16	Safety, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	109,960	109,960			Item provides approval to establish consultant positions
March'16	Safety, Department of	RSA 14:30-a, VI; RSA 124:15	-	756,812	-	756,812	1		Establishes 1 part-time program assistant II position.
	Safety, Department of Total		-	17,335,342	1,206,984	18,542,326	3	7	
Aug'15	Transportation, Department of	RSA 14:30-a, VI	-	-	750,000	750,000			FIS 15-254 extended end date from 12/31/15 to 6/30/16.
Sept'15	Transportation, Department of	RSA 14:30-a, VI	-	300,000	-	300,000			FIS 15-259 extends end date from 12/31/15 to 6/30/17
March'16	Transportation, Department of	RSA 14:30-a, VI	-	3,000,000	-	3,000,000			
April'16	Transportation, Department of	RSA 14:30-a, VI	-	200,000,000	-	200,000,000			Pursuant to RSA 6:13-d Authority to Borrow, the Department is requesting that the Treasurer borrow \$200,000,000 through a Transportation Infrastructure Finance and Innovation Act (TIFIA) loan.
	Transportation, Department of Total		-	203,300,000	750,000	204,050,000	-	-	
	FY 16 Total		-	277,030,743	90,869,812	367,900,555	20	10	



MICHAEL W. KANE, MPA
Legislative Budget Assistant
(603) 271-3161

CHRISTOPHER M. SHEA, MPA
Deputy Legislative Budget Assistant
(603) 271-3161

State of New Hampshire

OFFICE OF LEGISLATIVE BUDGET ASSISTANT
State House, Room 102
Concord, New Hampshire 03301

STEPHEN C. SMITH, CPA
Director, Audit Division
(603) 271-2785

June 10, 2016

Fiscal Committee of the General Court
The Honorable Neal M. Kurk, Chairman
State House
Concord, New Hampshire 03301

Dear Representative Kurk and Members of the Committee,

I am writing to inform you of actions taken under the authority granted to me to approve step increases for employees of the LBA Office. I approved step increases as of the increment date for the following employees:

Veronica Lorenz: Effective May 19, 2016, a one step increase from grade K-2 to K-3.
Date of hire: May 19, 2014 Date of previous increment: May 19, 2015

Steven Grady: Effective May 23, 2016, a one step increase from grade N-7 to N-8.
Date of hire: May 23, 1997 Date of previous increment: May 23, 2015

Roberto Reyna: Effective June 2, 2016, a one step increase from grade K-2 to K-3.
Date of hire: June 2, 2014 Date of previous increment: June 2, 2015

Andrew Charles: Effective June 8, 2016, a one step increase from grade K-1 to K-2.
Date of hire: June 8, 2015 Date of previous increment: N/A

Nelson Cross: Effective June 8, 2016, a one step increase from grade K-1 to K-2.
Date of hire: June 8, 2015 Date of previous increment: N/A

John Lyons: Effective June 8, 2016, a one step increase from grade K-1 to K-2.
Date of hire: June 8, 2015 Date of previous increment: N/A

Nicholas Titus: Effective June 8, 2016, a one step increase from grade K-1 to K-2.
Date of hire: June 8, 2015 Date of previous increment: N/A

Collin Quinn: Effective June 8, 2016, a one step increase from grade K-1 to K-2.
Date of hire: June 8, 2015 Date of previous increment: N/A

Fiscal Committee of the General Court
The Honorable Neal M. Kurk, Chairman
June 10, 2016
Page 2

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael W. Kane". The signature is fluid and cursive, with a long horizontal stroke at the end.

Michael W. Kane
Legislative Budget Assistant

MWK/scs

JOINT LEGISLATIVE FACILITIES COMMITTEE
 LEGISLATIVE BRANCH
 DETAIL OF BALANCE OF FUNDS AVAILABLE
 FISCAL YEAR 2016
 As of 05/31/2016

Legislative Branch:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Senate:	1170							
Personal srvs. - members	011		700.00			99.00		601.00
Personal srvs. - nonclassi	016	3,000.00	1,722,878.00			1,489,699.78		236,178.22
Current expenses	020		40,000.00			9,509.04		30,490.96
Rents-Leases other than state	022	1,000.00	9,500.00			7,666.11		2,833.89
Equipment	030		2,500.00					2,500.00
Telecommunications	039		18,000.00			12,750.98		5,249.02
Legal srvs.& consultants	046	11,700.00	82,000.00			80,569.20		13,130.80
Personal srvs. - temp/app	050	42,000.00	25,212.00			14,720.76		52,491.24
Benefits	060	40,000.00	793,248.00			588,674.62		244,573.38
Employee training	066	1,000.00	500.00					1,500.00
Travel:								
In state	070	35,000.00	140,000.00			118,628.25		56,371.75
Out of state	080	9,000.00	3,000.00			712.39		11,287.61
President's discretionary fund	285	2,156.00	4,500.00			3,146.44		3,509.56
Contingency	289	500.00	0.00					500.00
Total		145,356.00	2,842,038.00	0.00	0.00	2,326,176.57	0.00	661,217.43

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
House	1180							
Personal srvs. - members	011	8,000.00	5,000.00			1,614.00		11,386.00
Personal srvs. - nonclassi	016	20,000.00	1,654,403.00		(30,000.00)	1,429,730.56		214,672.44
Current expenses	020	7,500.00	55,000.00			34,382.61		28,117.39
Rents-Leases Other than State	022	1,000.00	4,500.00			3,145.57		2,354.43
Maint. Other than bldg/grnd	024	23,556.38	6,000.00			23,000.00	0.00	6,556.38
Equipment	030	17,000.00	10,000.00		30,000.00	22,526.53		34,473.47
Telecommunications	039	3,000.00	30,000.00			20,630.03		12,369.97
Consultants	046	50,000.00	80,000.00			8,225.00		121,775.00
Personal srvs. - temp/app	050	35,000.00	249,022.00			154,154.51		129,867.49
Benefits	060	150,000.00	854,997.00			553,645.36		451,351.64
Employee training	066	2,000.00	1,000.00					3,000.00
Travel:								
In state	070	270,260.00	1,000,000.00			680,984.84		589,275.16
Out of state	080	40,000.00	95,000.00			42,367.66		92,632.34
Speaker's special fund	286	2,500.00	10,000.00			2,884.01		9,615.99
Democratic Leader's Account	287	500.00	4,500.00			2,607.83		2,392.17
Republican Leader's Account	288	500.00	4,500.00			2,273.88		2,726.12
Total		630,816.38	4,063,922.00	0.00	0.00	2,982,172.39	0.00	1,712,565.99

Legislative Branch - continued:		<u>Balance Forward</u>	<u>Appropriation</u>	<u>Income</u>	<u>Transfers</u>	<u>Expenditures</u>	<u>Encumb rances</u>	<u>Balance Available</u>
Operations	1160							
Personal srvs. - nonclassi	016	2,565.00	241,593.00			191,327.43		52,830.57
Current expenses	020	2,200.00	2,000.00			418.09		3,781.91
Equipment New/Replacement	030		750.00					750.00
Telecommunications	039	1,000.00	7,500.00			6,359.28		2,140.72
Benefits	060	2,000.00	152,133.00			108,707.25		45,425.75
Total		7,765.00	403,976.00		0.00	306,812.05	0.00	104,928.95
Joint Expenses	8677							
Current expenses	020	6,000.00	48,000.00			49,240.55		4,759.45
Rents-Leases Other Than State	022	1,000.00	18,000.00			10,442.59		8,557.41
Organizational Dues	026	15,000.00	130,000.00			130,000.00		15,000.00
Equipment New/Replacement	030		1,000.00			249.00		751.00
Consultants	046	13,000.00	3,000.00			16,000.00		0.00
Transfer to Other State Agencies	049		3,000.00			3,000.00		0.00
Legislative Printing & Binding	290	20,848.00	280,000.00			169,615.47		131,232.53
Joint Orientation	291	2,000.00	0.00					2,000.00
Redistricting	292		2,000.00					2,000.00
Total		57,848.00	485,000.00	0.00	0.00	378,547.61	0.00	164,300.39
Less estimated Revenue		-2,050.65	-9,000.00	5,772.81	(A)			-5,277.84
Total		55,797.35	476,000.00	5,772.81	0.00	378,547.61	0.00	159,022.55
Joint Legislative Historical Committee	8870							
Current Expenses	020	43,306.05				9,244.95		34,061.10
Consultants	046	10,145.57	10,000.00			12,605.00		7,540.57
Flag Preservation Consultants	046	0.00			82,624.00	9,339.05		73,284.95
Flag Preservation Revenue	8870-3586	82,624.49			(82,624.00)			0.49
Total		136,076.11	10,000.00	0.00	0.00	31,189.00	0.00	114,887.11

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Visitor's Center:	1229							
Personal srvs. - nonclassi	016		108,911.00			100,409.55		8,501.45
Current Expenses	020		750.00		700.00	932.54		517.46
Equipment New/Replacement	030		400.00			339.98		60.02
Telecommunications	039		750.00			375.95		374.05
Personal srvs. - temp/app	050		55,862.00		(55,862.00)			0.00
Benefits	060	182.00	884.00		55,162.00	48,250.41		7,977.59
Total		182.00	167,557.00		0.00	150,308.43	0.00	17,430.57

Visitor's Ctr. Revolving Fund (G)	1230							
Souvenir Purchases	106	7,100.70	0.00		42,873.51	19,541.48		30,432.73
Revenue	2016	42,873.51	0.00	43,448.07	(42,873.51) (B)			43,448.07
Total		49,974.21	0.00	43,448.07	0.00	19,541.48	0.00	73,880.80

Legislative Accounting:	1166							
Personal srvs. - nonclassi	016	5,000.00	226,923.00			209,412.74		22,510.26
Current expenses	020		2,000.00			309.63		1,690.37
Equipment New/Replacement	030		1,000.00			239.99		760.01
Telecommunications	039	500.00	750.00			597.92		652.08
Personal srvs. - temp/app	050		22,583.00					22,583.00
Benefits	060	3,291.00	80,932.00			70,332.11		13,890.89
Total		8,791.00	334,188.00		0.00	280,892.39	0.00	62,086.61

General Court Info. Systems:	4654							
Personal srvs. - nonclassi	016	14,000.00	345,537.00		5,000.00	320,731.73		43,805.27
Current expenses	020		39,200.00			23,228.47		15,971.53
Equipment New/Replacement	030		750.00					750.00
Technology - Hardware	037	8,000.00	87,025.00			53,676.07		41,348.93
Technology - Software	038		101,797.00			48,788.80	0.00	53,008.20
Telecommunications	039		2,500.00			1,235.49		1,264.51
Personal srvs. - temp/app	050		8,640.00		(5,000.00)			3,640.00
Benefits	060	24,186.00	184,661.00			159,400.95		49,446.05
Employee training	066		2,500.00					2,500.00
Total		46,186.00	772,610.00		0.00	607,061.51	0.00	211,734.49

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Protective Services:	1164							
Personal svcs. - nonclassi	016	18,000.00	410,585.00			381,330.37		47,254.63
Current expenses	020		7,500.00			43.99		7,456.01
Equipment New/Replacement	030		10,200.00			6,949.61		3,250.39
Telecommunications	039		2,200.00			1,420.38		779.62
Personal svcs. - temp/app	050		1.00					1.00
Benefits	060	1,252.00	216,708.00			187,323.69		30,636.31
Total		19,252.00	647,194.00		0.00	577,068.04	0.00	89,377.96
Health Services:	1165							
Current expenses	020	200.00	1,600.00			838.20		961.80
Equipment New/Replacement	030		300.00			112.58		187.42
Telecommunications	039		350.00			223.35		126.65
Personal svcs. - temp/app	050	12,000.00	34,522.00			32,901.93		13,620.07
Benefits	060	5,050.00	2,777.00			2,516.99		5,310.01
Employee training	066		400.00			109.00		291.00
Total		17,250.00	39,949.00		0.00	36,702.05	0.00	20,496.95
Legislative Services:	1270							
Personal svcs. - nonclassi	016	30,000.00	1,704,769.00			1,593,499.56		141,269.44
Current expenses	020	1,000.00	19,000.00			15,256.80		4,743.20
Rents-Leases other than State	022		5,500.00			4,467.87		1,032.13
Equipment New/Replacement	030		3,000.00			375.00		2,625.00
Telecommunications	039		6,500.00			5,598.26		901.74
Personal svcs. - temp/app	050	4,000.00	25,212.00			15,588.34		13,623.66
Benefits	060	13,797.00	725,193.00			642,200.32		96,789.68
Employee training	066	1,000.00	1,500.00			1,178.00		1,322.00
Out of state Travel	080		10,000.00					10,000.00
Printing and binding	290		8,000.00			6,322.15	0.00	1,677.85
Total		49,797.00	2,508,674.00		0.00	2,284,486.30	0.00	273,984.70
Less estimated revenue	009/2045	170.68	-750.00	534.00				-45.32
Total		49,967.68	2,507,924.00	534.00	0.00	2,284,486.30	0.00	273,939.38

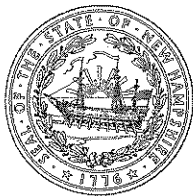
Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Budget Division:	1221							
Personal srvs. - nonclassi	016	13,256.00	917,072.00		215,000.00	869,520.66		275,807.34
Current expenses	020		10,000.00			3,983.76		6,016.24
Rents-Leases other than State	022		6,000.00			5,701.25		298.75
Organizational Dues	026		1,050.00			1,025.00		25.00
Equipment	030		17,500.00			7,598.00		9,902.00
Telecommunications	039		3,300.00			2,766.55		533.45
Consultants	046		15,000.00			1,037.40		13,962.60
Personal srvs. - temp/app	050		65,000.00		(40,000.00)			25,000.00
Benefits	060		376,955.00		135,000.00	311,022.54		200,932.46
Employee training	066		3,500.00			156.15		3,343.85
In state travel	070		500.00			120.00		380.00
Out of state travel	080		2,000.00					2,000.00
Total		13,256.00	1,417,877.00		310,000.00	1,202,931.31	0.00	538,201.69

Legislative Budget Assistant:

Audit Division:	1222							
Personal srvs. - nonclassi	016		1,994,393.00		(90,000.00)	1,746,180.71		158,212.29
Current expenses	020		12,860.00			7,353.82		5,506.18
Rents-Leases other than State	022		100,000.00			97,524.00		2,476.00
Equipment	030		20,000.00			1,130.00		18,870.00
Telecommunications	039		2,500.00			1,500.12		999.88
Consultants	046	250,368.00	570,000.00		195,000.00	763,833.00		251,535.00
Personal srvs. - temp/app	050		10,000.00		(1,500.00)			8,500.00
Benefits	060		898,927.00		25,000.00	683,797.44		240,129.56
Employee training	066		25,000.00			22,587.95		2,412.05
In state travel	070		7,500.00			1,830.86		5,669.14
Out of state travel	080		100.00		1,500.00	1,492.19		107.81
Total		250,368.00	3,641,280.00	0.00	130,000.00	3,327,230.09	0.00	694,417.91
Less estimated revenue	006/1251	559,023.00	654,297.00	289,348.00	(440,000.00) (D)			-245,926.00
Total		809,391.00	2,986,983.00	289,348.00	(310,000.00)	3,327,230.09	0.00	448,491.91

Total		1,990,060.73	16,670,218.00	339,102.88	0.00	14,511,119.22	0.00	4,488,262.39
--------------	--	---------------------	----------------------	-------------------	-------------	----------------------	-------------	---------------------

- (A) Proceeds from the sale of legislative subscriptions, advance sheets, permanent journals, and rosters, and royalties from Lexis Law Publishing.
- (B) Pursuant to Chapter 177:151 State House Visitor's Center Revolving Fund established - Proceeds from sales of souvenirs and expenditures from souvenir purchases transferred to V.C. Revolving account effective 10/18/06.
- (C) Proceeds from sales of photocopies and rulemaking registers.
- (D) Auditing fees



Jeffrey A. Meyers
Commissioner

Marcella Jordan Bobinsky
Acting Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301-6503
603-271-4549 1-800-852-3345 Ext. 4549
Fax: 603-271-8705 TDD Access: 1-800-735-2964



16 095

April 13, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

INFORMATIONAL ITEM - Quarterly Report on Food Protection progress regarding Legislative Budget Assistant 2015 Performance Audit

Information

The Department of Health and Human Services (DHHS), Division of Public Health Services (DPHS), Food Protection Section (FPS) is submits the second quarterly progress report which provides details of follow-up actions the program has taken in response to observations and recommendations from the Legislative Budget Assistant 2015 Performance Audit.

Explanation

The report provides a summary of the completed corrective actions as well as planned steps that are in progress. Progress has been substantial, and work will continue on addressing the many areas highlighted for improvement. Perhaps of greatest interest is the formation of a legislative subcommittee to review RSAs as they relate to the audit and provide guidance for revisions that will address inconsistencies within law, rule and program practice. A report from the subcommittee is anticipated to be available in May of 2016 and will be the basis for initiating legislative changes as well as revisions to rule and program scope and practices.

Actions Taken to Address Audit Observations and Recommendations
January 2016-March 2016

In accordance with Executive Order 2014-03, the following is a report describing the progress that the Food Protection Section (FPS) has made in responding to the observations and recommendations noted in the Legislative Budget Assistant 2015 Program Performance Audit. The audit listed 29 observations and over 150 recommendations. Given these large numbers of details to follow-up on and track, this report will run as a cumulative document, and will note the action taken in the quarter for which we are accounting.

At the request of DHHS, a Health and Human Services Oversight Subcommittee for the Food Protection Performance Audit was formed made up of legislators with expertise in food laws. The first meeting of this working group was held on 12/8/15. Meetings were held every 2 weeks starting on 1/14/16 with structured discussion questions provided by the Food Protection Section (FPS) and input from subject matter experts. The Department developed a list of the 16 RSA related focus areas (audit observations 2, 3, 4, 7, 8, 9, 10,12, 13, 15, 16, 18, 19, 20, 22 and 23) based on the audit (available as a separate attachment with a crosswalk to the relevant RSAs that needed review and clarification). Combined, the subcommittee will have reviewed Observations areas that cover approximately 50 of the 150 recommendations from the audit. The subcommittee also reviewed the sections of the audit pertaining to the designated focus areas for each upcoming meeting. FPS staff was available at and between the meetings to provide information either verbally or via written materials and to explain historical context, staffing work load and current practices. Primarily the topic areas selected for subcommittee review focused on items that would need legislative clarification and direction, with some areas related to policy, rule and program practice added where this aspect was an important component of feasibility assessment as well as public health.

The meetings were characterized by open dialogue, discussion among committee members and recommendations that may include RSA changes to be filed in the fall session and/or rule and practice changes. Questions were posed prior to the meetings that needed committee review. The FPS staff offered explanations of food statutes, program history. The overall goal was to find practical ways to realign law/rule/practice with a risk-based prioritization of resources and scope of practice within current limits. Items reviewed are summarized in this report, however, **the actual policy guidance recommendations from this committee will be provided in their final report in May 2016.** The core group of committee members who attended most meetings included Representatives Bob Haefner, Tara Sad, Peter Bixby, John O'Connor, Ken Wyler and Donald Lebrun. The Department thanks these Representatives for their diligence and sincere interest in what can be a dry and detailed subject in the area of food focused legal language in RSAs and rule.

Meeting dates and order of review by the HHS Oversight subcommittee of RSAs and Food Protection Section (FPS) rules and practices related to LBA Audit observations and recommendations follow:

January 14, 2016 - SCOPE of OPERATIONS:

Observations 2 – Expand scope of operations, and 8 – Inspect unlicensed establishments based on risk.

The committee reviewed venues currently licensed and inspected by other agencies which include a food preparation component. FPS had met with the Department of Environmental Services (DES) and DHHS Facilities Licensing (which licenses nursing homes, assisted living and child care centers) prior to the subcommittee meeting to get their input into what is the current state and what should be added in the food inspection component of their inspections. Written summaries of these meetings from each agency were provided to the committee. Statute change was considered to clarify DHHS/DPHS/FPS scope of responsibility. The option of FPS providing training to others doing food inspection as a component of their inspection process was discussed. Also we identified some types of food venues currently receiving no oversight and prioritized a realignment of focus on those that present the greatest public health risk and adding a license/permit requirement. Phil Alexakos of the Manchester Health Department (MHD) presented a model of how MHD permits and inspects for temporary food events. The Department of Agriculture, Markets and Food (DAMF) Commissioner attended to discuss Farmers Markets and regulation of animal food.

April 13, 2016

January 28, 2016 - FEES and FINANCES:

Observation 23 – Charging inspection fees for every inspection, dairy and shellfish underfunding (also includes # 27 regarding can DPHS provide “free” TA/consultation) and Fee exempt municipal cafeterias.

The administrative burden of charging and collecting for each and every inspection (as is currently required by RSA 143-A:6) was discussed. Additionally the subcommittee discussed, how licensing fees do and don't cover FPS costs (see Table 3 on page 90 of the audit). The use of fines and sanctions in rule was discussed as an alternative to working with food establishments that require repeat inspections due to compliance issues. Manchester Health Department and two other agencies (DES and HHS Facilities Licensing) were consulted prior to this meeting and noted that they do not charge for inspections, but rather cover costs within their up-front permitting structure. The final recommendation will be noted in the committee's report.

Observation 19 – Doing required inspections (including second inspection for all “provisional” approvals) and 7 Vehicle Inspections.

Some second inspections for *food establishments* are required in rule but waived in practice. The need to align and clarify when this is appropriate was discussed and changes to rule will be recommended to prioritize this use of resources based on health-risk. The related RSA was reviewed and may need clarification. This is of importance when considering the sparse number of food establishment inspectors for the Food Establishment component of the state's program. Current capacity only allows for 1/3 of the inspection frequency (i.e. failure by design) for *food establishments* that is *recommended* (but not **required**) in FDA guidelines (see Risk-Based Inspection Matrix provided to the committee for details). Funds raised from food establishment fees are adequate to cover the costs of hiring 3-4 additional inspectors; however these funds are not available to the program and are put into the general fund. For the dairy and shellfish programs the inspection frequency is required by FDA and USDA, and thus those programs have had to maintain an adequate FTE capacity to keep up with the requirements of inspection and sampling frequency (though the fees that these 2 programs charge cover only 10-15% of the actual program costs). Recommendations to address this general imbalance will be noted in the committee's final report.

Observation 9 – Register out-of-state non-commercial producers.

The need for parity between the 'exempt from licensing in-state non-commercial homestead producers of non-potentially hazardous food products' and out-of-state producers making similar products was reviewed and will require a change in statute to realign.

February 17, 2016 - FINES and PENALTIES:

Observation 20 – Align rules with statute –penalties, Requirements for re-opening closed establishments – “re-inspection” upon request in RSA vs. our 3 year wait to re-apply in rule.

The 3-year wait rule for a re-application of a suspended license (which FPS has in rule but not in statute) was reviewed and likely will be taken out of rule.

Observation 18 – Graduated sanctions regime.

The cumulative impact of \$500 per day fines was discussed. The need to provide discretion for using this fine for the worst case situations was acknowledged, but rule language does not allow for discretion. Actual practice is more business-friendly as FPS works with businesses to resolve compliance issues. However, as the audit noted, there is value in more consistent enforcement of rules including fines because this relates to how the regulated community perceives the actual requirements of operating food establishments. Review of the trends in fines revealed the highest number are small fines for late applications and late payments. The next most frequent being failure to notify FPS 30 days prior to a change of ownership (neither of these is in the \$500 per day fine category). The committee's recommendation in this area will be high level, with FPS working out the details.

March 3, 2016 - DAIRY:

Observation 12 – Dairy and Department of Agriculture Markets and Food (DAMF), milk distributors, accredit transfer stations.

DAMF was consulted prior to this meeting and agreed that it would be appropriate to consolidate the licensing of milk haulers by transferring this responsibility from DAMF to FPS since FPS does the inspecting. Fee structures currently set and collected by DAMF were discussed with the committee (currently \$10 every 2 years, not enough to cover actual required inspection costs every 2 years). Accrediting transfer stations was agreed to and not seen as a big resource commitment.

Observation 13 – Milk Sanitation Board, and 22 – 2009 FDA Food Code conflicts with RSA or rule: dairy.

The Milk Sanitation Board history was discussed as well as how the Board currently functions. Final recommendation from the committee will be presented in their May report.

March 17, 2016 – Review of DHHS action items from prior meetings

Follow-up items presented and discussed included:

- Presentation on foodborne illness in New Hampshire by Elizabeth Daly, MPH, Chief, Bureau of Infectious Disease Control.
- Current inspection capacity for food establishments and need for additional resources based on FDA risk-based inspection frequency guidelines for food establishments.
- Linkage with and leveraging opportunities for third party inspectors.
- Clarification of committee's recommendation for inspection of venues exempt from FPS licensing.
- Funding structure for various FPS programs.
- Development of an inspection education component.

March 31, 2016 – Final Committee meeting - SAMPLING and TESTING:

Observation 16 – Food sampling and testing – planning discussion.

FPS met with the Public Health Lab (PHL) to do a planning discussion on 3/30/16 and gathered information about the “current state” of sampling and testing that the PHL is currently performing. The basic infrastructure is in place to continue the current level of sampling and testing plus additional 12 tests per month. The PHL has lost their sample courier service due to funding cuts (were paying \$50 per sample). The committee is in favor of continued and expanded testing (if resources are available) as a public health measure and even offered to have NH representatives transport samples if that could be arranged logistically and work within the protocols for chain of custody and avoidance of cross-contamination of samples.

Observation 3 - Repeal food safety statute and replace – general overview.

Throughout the course of the committee meetings, FPS has reviewed the components of RSAs that determine the FPS scope of work. Together we have addressed most of the issues described in the Observations already noted in this update. Through the process of review and discussion, FPS and the committee have determined a pathway forward to revise RSAs that will align practice and rule with statute. The review and discussion process has included the following:

RSA 130 and RSA143 related to food establishments and components of RSA184 related to dairy. Specific recommended changes to sections of these RSAs will be provided in the final committee report. DHHS/FPS plans to then use that report as a foundation for filing amendments to current RSAs in the fall of 2016.

What remains to be considered by the legislature based on audit Observations # 3 is the repeal of all or sections of RSA 146 -Purity and Branding of Foods and Drugs; Immature Veal. This extensive RSA includes areas beyond food regulation as well as some food areas that may already be outdated or adequately covered by RSAs 130, 143 and 184. FPS provided a high level overview of this section of NH law to the committee for consideration at our 3/31/16 meeting. Due to the multiple areas covered by this RSA that are outside the scope of food protection (such as medical drugs, medical devices and cosmetics), a more thorough review will require intra-agency and interagency coordination. The committee favors further review of outdated sections of this RSA and may take this on over the summer – at least to focus on the food components.

Next steps for the HHS Subcommittee for the Food Protection Performance Audit

April 18, 2016 – Draft report to be submitted to subcommittee for review, edits, comments, clarifications and questions.

April 29, 2016 – Revised report re-submitted to committee for final review and approval.

May 16, 2016 - Final report available for distribution.

October/November 2016 – DHHS files amendments to current RSAs based on the subcommittee’s recommendations.

Additional audit related activities this quarter include:

Observation 26 Risk Management – Strategic Planning.

A contract was approved by the Governor and Executive Council in mid-March 2016 to enter into a strategic plan to develop prioritized measurable annual objectives for program direction and improvement. The first meeting with the contractor was held on 3/30/16. FPS set a target completion date of June 2016

LBA Audit Observation 24 Performance Measurement and Records Management - The Food Protection Licensing and Inspection Information System (LIIS) work continues on a daily basis with a DPHS/FPS team that includes the Section Administrator, Licensing Coordinator, a DHHS Project Manager and various FPS staff where work on certain program segments is being done. The project “Go-Live” date has been moved to August 2016 due to:

- Corporate Merger: reduced/shifting resources within Decade/Accela on the project, internal process changes, etc.
- 5.4 release – bugs: problems saving documents to Rackspace, synching and installing of the new version.

Three performance measures have been entered into the DPHS Performance Management Application (PMA). However, baseline data and targets have not been added as the tracking of these measures is mostly dependent upon the LIIS being stood up.

We are encouraged by the thorough review and practical solutions to help re-align food related law/rule/practice. The Program is optimistic that many of the changes that will be recommended in the HHS Oversight Subcommittee report will ultimately be approved as a legislative amendment initiative. The core problem of *risk-based FDA recommended inspection frequency for food establishments* will not improve from the current 30% frequency level without additional inspectors. The subcommittee heard a presentation from the Manchester Health Department that was particularly pertinent. In that self-inspecting city frequency of inspections was described as twice a year minimum for all licensed food establishments. The state’s program is able with current staffing to get out once every 9 months for the highest risk venues (FDA recommends 4 times per year) and only once per year for the next highest risk (FDA recommends 3 inspections per year). The LBA audit does note (Table 3, page 29) that the FPS generates a substantial surplus of funds (\$577,000) beyond current program costs from licensing fees charged to *food establishments (while dairy and shellfish fee revenue is far less than actual program costs)*, however the funds from *food establishment* fees are given to the general fund rather than used to hire more inspectors. This issue will be further addressed in the subcommittee’s final report.

The Honorable Neal M. Kurk, Chairman

Page 7

April 13, 2016

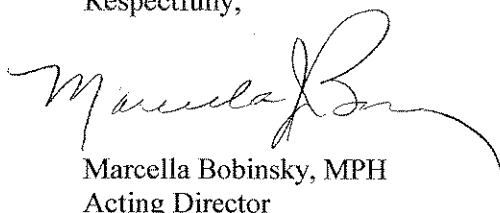
This concludes the second quarterly update. Please contact the following staff if further documentation or clarifications are needed.

Michael Dumond, Bureau Chief, 271-4549, mdumond@dhhs.state.nh.us

Colleen Smith, FPS Section Administrator, 271-4858, colleen.smith@dhhs.state.nh.us


Please let us know if any further information is needed beyond what is provided in this first quarterly report. A second report will be provided at the end of the first quarter of calendar year 2016.

Respectfully,



Marcella Bobinsky, MPH
Acting Director

Approved by:



Jeffrey A. Meyers
Commissioner

cc: The Honorable Bob Haefner
The Honorable John O'Connor
The Honorable Tara Sad
The Honorable Peter Bixby
The Honorable Rebecca Brown
The Honorable Sharon Carson
The Honorable Andy Sanborn
The Honorable Frank Kowtoski
The Honorable Donald LeBrun
The Honorable Ken Wyler
Michael Kane Legislative Budget Assistant

Enclosure (1)
MD/gaz

Table 3

Fee Revenue And Expenditures By Subprogram, SFYs 2013 And 2014

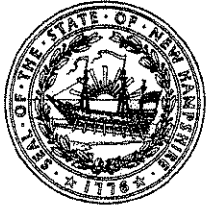
Subprogram	Fund Source	SFY 2013		SFY 2014		Balance As Of June 30, 2014 ²
		Revenue	Estimated Expenditures ¹	Revenue	Estimated Expenditures ¹	
Food	General	\$1,410,713	\$ 794,570	\$1,403,339	\$ 823,143	\$1,196,339
Dairy	Dedicated	30,275	230,310	30,250	238,592	-408,377
Beverage and Bottled Water	Dedicated	90,608	57,578	86,600	59,648	59,982
Shellfish	General	8,975	69,093	10,675	71,578	-121,021
Total		\$1,540,571	\$1,151,551	\$1,530,864	\$1,192,961	\$ 726,923

Notes:

¹ Due to a lack of cost accounting at the subprogram level, the expenditure breakdown by subprogram was estimated using budget data and includes all direct and indirect costs to the extent they were included in DHHS data.

² LBA estimate based on DHHS data; not actual account balances.

Source: LBA analysis of unaudited FPS data.



STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
OFFICE OF THE COMMISSIONER

172 Pembroke Road Concord, New Hampshire 03301
Phone: 271-2411 Fax: 271-2629

May 4, 2016

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

The Honorable Shawn Jasper, Speaker
New Hampshire House of Representatives
State House – Room 311
Concord, New Hampshire 03301

The Honorable Chuck Morse, President
New Hampshire Senate
State House – Room 302
Concord, New Hampshire 03301

The Honorable Chris Christensen, Chairman
Resources, Recreation and Development
Legislative Office Building – Room 305
Concord, New Hampshire 03301

The Honorable Jeb Bradley, Chairman
Energy and Natural Resources
State House – Room 100
Concord, New Hampshire 03301

INFORMATIONAL ITEM

In accordance with RSA 215-A:3, II-b, RSA 216-A:3-m, II, RSA 12-A:28, and Chapter 276:27, Laws of 2015, respectively, the Department of Resources and Economic Development (Department) reports the following transfers of funds for the quarter ending March 31, 2016.

• Account Titled "Trails Administration"

From: 03-35-35-351510-34140000-050	Personal Services - Temporary	\$ 1,300
03-35-35-341510-34140000-080	Out-of-State Travel Reimbursement	\$ 300
	Total:	\$ 1,600

To: 03-35-35-351510-34140000-018	Overtime	\$ 150
03-35-35-351510-34140000-020	Current Expenses	\$ 1,450
	Total:	\$ 1,600

• Account Titled "Trails Maintenance"

From: 03-35-35-351510-35580000-018	Overtime	\$ 2,000
03-35-35-351510-35580000-019	Holiday Pay	\$ 1,000
03-35-35-351510-35580000-022	Rents-Leases Other Than State	\$ 20,000
03-35-35-351510-35580000-023	Heat Electricity Water	\$ 5,000
	Total:	\$ 28,000

To: 03-35-35-351510-35580000-020	Current Expenses	\$ 28,000
----------------------------------	------------------	-----------

• Account Titled "Service Parks"

From: 03-35-35-351510-37200000-020	Current Expenses	\$ 8,200
To: 03-35-35-351510-37200000-022	Rents Leases Other Than State	\$ 8,200

- Account Titled "Concession Operations – State Parks"

From: 03-35-35-351510-37220000-020	Current Expenses	\$ 15,000
03-35-35-351510-37220000-048	Contractual Maintenance B&G	\$ 25,000
	Total:	\$ 40,000

To: 03-35-35-351510-37220000-030	Equipment New/Replacement	\$ 15,000
03-35-35-351510-37220000-050	Personal Services – Temporary	\$ 25,000
	Total:	\$ 40,000

- Account Titled "Mt. Washington Commission"

From: 03-35-35-351510-37420000-030	Equipment New/Replacement	\$ 10,000
To: 03-35-35-351510-37420000-018	Overtime	\$ 10,000

- Account Titled "Hampton Meters"

From: 03-35-35-351510-73000000-020	Current Expenses	\$ 2,000
03-35-35-351510-73000000-047	Own Forces Maintenance B&G	\$ 2,000
03-35-35-351510-73000000-048	Contractual Maintenance B&G	\$ 8,000
03-35-35-351510-73000000-050	Personal Services – Temporary	\$ 40,000
	Total:	\$ 52,000

To: 03-35-35-351510-73000000-103	Contracts for Op Services	\$ 52,000
----------------------------------	---------------------------	-----------

- Account Titled "Service Parks" and "Hampton Meters"

From: 03-35-35-351510-37200000-009	Agency Income	\$ 70,000
03-35-35-351510-37200000-048	Contractual Maintenance B&G	(\$ 70,000)

To: 03-35-35-351510-73000000-009	Agency Income	(\$ 70,000)
03-35-35-351510-73000000-103	Contracts for Op Services	\$ 70,000

- Account Titled "Highway Welcome Centers"

From: 03-35-35-352015-59190000-020	Current Expenses	\$ 16,000
------------------------------------	------------------	-----------

To: 03-35-35-352015-59190000-018	Overtime	\$ 11,000
03-35-35-352015-59190000-030	Equipment New/Replacement	\$ 5,000
	Total:	\$ 16,000

- Account Titled "Turnpike Welcome Centers"

From: 03-35-35-352017-18720000-023	Heat Electricity Water	\$ 18,000
------------------------------------	------------------------	-----------

To: 03-35-35-352017-18720000-018	Overtime	\$ 11,000
03-35-35-352017-18720000-039	Telecommunications	\$ 7,000
	Total:	\$ 18,000

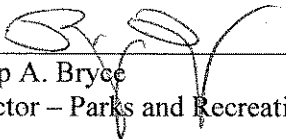
EXPLANATION

RSA 215-A:3, II-b, authorizes the Commissioner of the Department to transfer funds among the appropriations for the Bureau of Trails and to report such transfers on a quarterly basis to the Fiscal Committee of the General Court, the Governor and Executive Council, the Speaker of the House and Senate President, and the chairpersons of the Resources, Recreation and Development and the Energy and Natural Resources committees. The transfers reported above for the accounts titled "Trails Administration" and "Trails Maintenance" were necessary to adequately cover 3rd quarter expenditures.


RSA 216-A:3-m, II, authorizes the Commissioner of the Department to transfer funds among the appropriations for the Division of Parks and Recreation and to report such transfers on a quarterly basis to the Fiscal Committee of the General Court, the Governor and Executive Council, the Speaker of the House and Senate President, and the chairpersons of the Resources, Recreation and Development and the Energy and Natural Resources committees. The transfers reported above for the accounts titled "Service Parks," "Concession Operations," "Mt. Washington Commission" and "Hampton Meters" were necessary to adequately cover 3rd quarter expenditures.

Chapter 276:27, Laws of 2015, authorizes the Commissioner of the Department to transfer funds among the appropriations for the Division of Travel and Tourism Development's Welcome Information Centers and to report such transfers on a quarterly basis to the Fiscal Committee of the General Court. The transfers reported above in accounts titled "Highway Welcome Centers" and "Turnpike Welcome Centers" were necessary in order to adjust classes to adequately cover 3rd quarter expenditures.

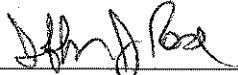
Respectfully submitted,


Philip A. Bryce
Director – Parks and Recreation

Respectfully submitted,

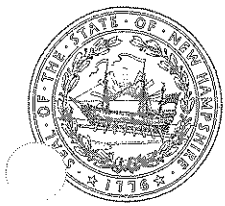

Victoria Cimino
Director – Travel and Tourism Development

Concurred,


Jeffrey J. Rose
Commissioner

PAB/VC/JJR/lml





State of New Hampshire

FIS 16 105

DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

VICKI V. QUIRAM
Commissioner
(603) 271-3201

JOSEPH B. BOUCHARD
Assistant Commissioner
(603) 271-3204

June 7, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

INFORMATIONAL ITEM

In accordance with 2015 N.H. Laws 276:113, Sale of Property; Laconia State School, I respectfully submit this report regarding the progress of the sale of the Lakes Region Facility property in Laconia.

A. Sale of Lakes Region Facility: 2015 N.H. Laws 276:113, Sale of Property; Laconia State School, requires the Department of Administrative Services to "offer for sale" the Lakes Region Facility property. The law includes no deadlines or sunset provisions, and no appropriation was made to fund the preparation of the subject property for a sale. The law specifically makes any resulting sale partially subject to RSA 4:40. Two provisions of RSA 4:40 that would apply to any resulting sale pursuant to 2015, 276:113 are: (1) the requirement that "[s]ales of real property under this section shall be at not less than a current market value of the subject property as may be determined by the governor and council," and (2) the requirement that "[u]pon determination that the property is no longer needed by the state, the governor and council shall first offer it to the town, city, or county in which the property is located." In accordance with 2011 N.H. Laws 224:80, in 2012 the subject property was offered first to the City of Laconia for \$10 million, then to the County of Belknap for the 2012 fair market value of \$1,760,000 and finally the property was listed in the spring of 2013 by Jones Lang Laselle resulting in no offers. No further progress has been made toward a sale of the subject property during the current fiscal year other than to meet with the Mayor and City Manager of the City of Laconia to discuss the sale of the subject property during a meeting in Laconia in December 2015.

B. Progress toward a Sale: There are several reasons why so little progress toward a sale of the Lakes Region Facility property has been made during the current fiscal year. The Department employs one staff member to handle all surplus real property disposals on behalf of the Department as well as on behalf of the Department of Health and Human Services and, more recently, the Liquor Commission. The same staff member is also responsible for designing and building the first comprehensive State real property database and otherwise establishing forms, procedures, and software tools for all State agencies to use for compliance with RSA 4:39-e. The staff member's time during the

current fiscal year has been devoted to other high profile and technically complex real property disposal projects, such as the sale of the former Salem Liquor Store, Russell Farm on Iron Works Road in Concord, Stark House in Manchester and a former liquor store in Ashland, as well as the ongoing real property database project.

- C. Next Steps: We are prepared to issue an RFP to select a broker to list the property in accordance with 2015 N.H. Laws 276:113. The property will then be listed and when an offer is received we will then offer the property to the City of Laconia for the determined market value before moving ahead with any private sale of the property. There are some challenges that should be addressed prior to sale of the property including: (1) continued occupation and use of the property for ongoing State agency operations (most notably, the secure DHHS residential treatment facility, "RTF", located on the northern part of the property), (2) the encumbrance of 3 of the 4 land parcels that currently comprise the Lakes Region Facility property by a 99-year lease to the City of Laconia, (3) the ongoing occupation and use during the summer months of one of the 3 land parcels leased to the City by the Winnepesaukee Muskrats of the New England Collegiate Baseball League (formerly known as the Laconia Muskrats), (4) the existing water and sewer infrastructure and electrical distribution system, (5) the existence of long established snowmobile trail corridors across the subject property and (6) hazardous building materials and the possibility of other minor environmental contamination.

While we make arrangements to list the property in accordance with Chapter 276:113, laws of 2015, it is important that interested parties work together to develop a comprehensive strategy to address the issues affecting the property in such a way to achieve the best long-term value for the State.

Respectfully Submitted,



Vicki V. Quiram
Commissioner