

# New Hampshire Department of Corrections



FY 2024-2025  
Senate Finance Committee  
April 17, 2023

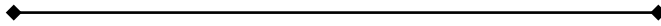


# State of New Hampshire Department of Corrections

---

## Mission Statement

We reduce recidivism by providing safe, secure, humane supervision and evidence based rehabilitation to enhance public safety in New Hampshire.



The New Hampshire Department of Corrections was created by statute in July 1983.

RSA Section 21-H:3 The Department of Corrections, through its officials, shall be responsible for:

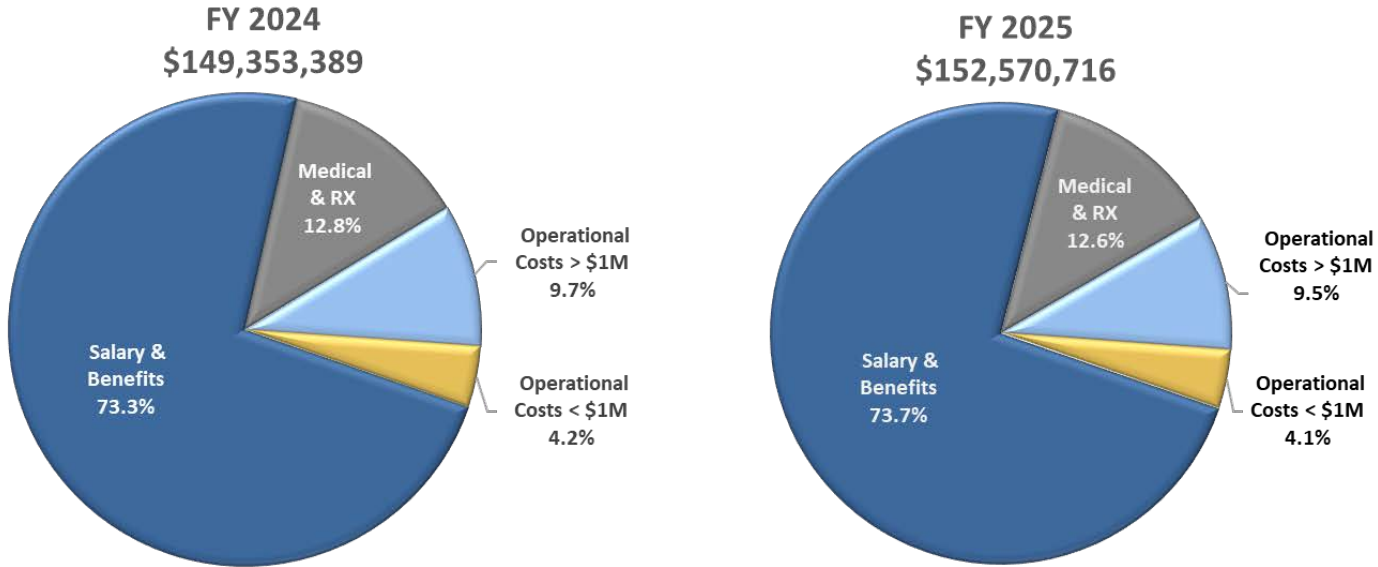
- Providing for, maintaining and administering such state correctional facilities and programs as may be required for the custody, safekeeping, control, correctional treatment and rehabilitation of inmates;
- Supervising persons placed on probation and persons released on parole and administering probation and parole services;
- Acting in an advisory capacity in assisting law enforcement agencies and communities in the prevention of crime and delinquency; and
- Ensuring that victims of crime are treated in a manner consistent with RSA 21-M:8-k.



# State of New Hampshire Department of Corrections

FY 2024-2025 House Passed

The Agency has been prudent in spending the State’s general funds. We have created a budget that funds statutory requirements and will allow the Agency to carry out its mission and serve the citizens of New Hampshire.



Major Expense Classes General Funds (excluding Parole Board)	FY 2022 Actual	FY 2023 Adj Auth	FY 2024 House Passed	FY 2025 House Passed
Salary & Benefits	87,958,724	107,989,194	103,926,261	107,027,832
Overtime	17,325,269	4,489,526	5,489,526	5,489,526
<b>Total Personnel Services</b>	<b>105,283,993</b>	<b>112,478,720</b>	<b>109,415,787</b>	<b>112,517,358</b>

Prescription Drugs	2,882,944	2,956,118	3,331,813	3,501,736
Medical Payments to Providers	12,769,565	10,573,174	15,849,735	15,789,647
<b>Total Medical/RX</b>	<b>15,652,509</b>	<b>13,529,292</b>	<b>19,181,548</b>	<b>19,291,383</b>

Heat, Electricity & Water	4,316,431	4,303,359	4,432,461	4,432,461
OIT Expense	2,967,924	3,966,911	4,579,622	4,718,628
Food Institutions	2,665,078	2,827,618	2,838,828	2,871,328
Current Expense	1,436,768	1,547,240	1,573,823	1,573,823
Equipment	662,634	553,920	1,100,979	890,744
<b>Total Operational Costs &gt; \$1M</b>	<b>12,048,835</b>	<b>13,199,048</b>	<b>14,525,713</b>	<b>14,486,984</b>

<b>Total Operational Costs &lt; \$1M</b>	<b>4,669,369</b>	<b>4,781,970</b>	<b>6,230,341</b>	<b>6,274,991</b>
--	------------------	------------------	------------------	------------------

<b>Total General Funds</b>	<b>137,654,706</b>	<b>143,989,030</b>	<b>149,353,389</b>	<b>152,570,716</b>
----------------------------	--------------------	--------------------	--------------------	--------------------

\* Full FY 2024-2025 House Approved can be found on page 14



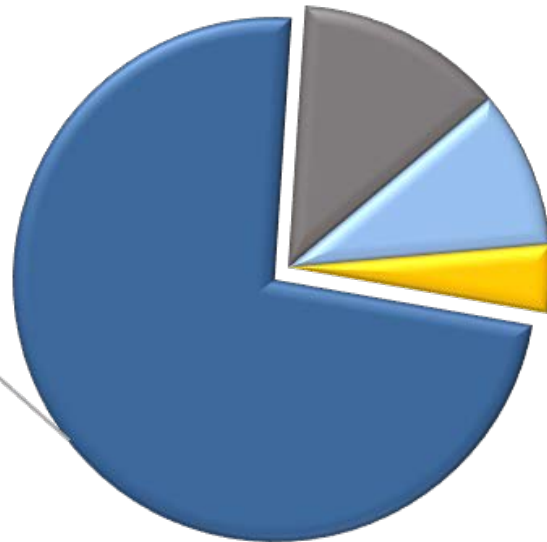
# State of New Hampshire Department of Corrections

FY 2024-2025 House Passed

## Personnel Services

Personnel services, averaging 73.5% of the House Passed over the biennium, includes classified, unclassified and part-time salaries, holiday pay, overtime and benefits. The positions authorized allow the Department to be successful in its mission to reduce recidivism by providing safe, secure, and humane supervision and evidence based rehabilitation.

Salaries & Benefits		
FY 2024	\$109,415,787	73.3%
FY 2025	\$112,517,358	73.7%



In FY 2024-2025:

- 973 full-time positions are funded
- Overtime is budgeted at \$5.49M

With personnel services as budgeted for FY 2024-2025 and approval of the statutory transfer language in HB 2, the intent is to use surplus funding as it is identified in the personnel services classes to fund overtime. As positions are and remain filled, the need to transfer funding should diminish.

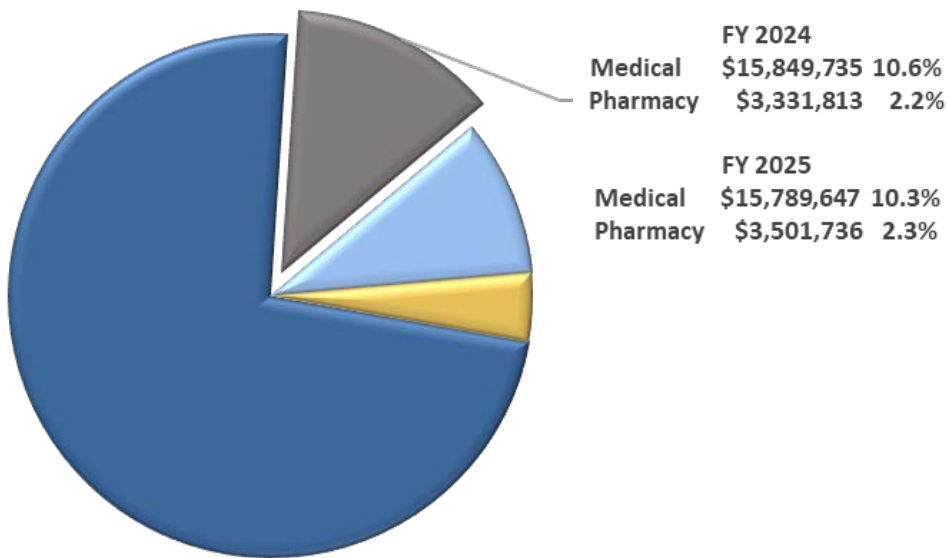


# State of New Hampshire Department of Corrections

FY 2024-2025 House Passed

## Medical and Pharmacy

The medical and pharmacy request, averaging 12.7% of the House Passed over the biennium, is budgeted using past expenditures and forecasting future healthcare costs based on national health expenditures as published by the Center for Medicare & Medicaid Services.



The following footnote is requested to continue in the FY 2024-2025 biennium to allow the Department to provide the medical and pharmaceutical services required by law:

*This appropriation shall not lapse until June 30, 2025. In the event expenditures are greater than amounts appropriated, the Commissioner may request, with prior approval of the Fiscal Committee, that the Governor and Council authorize additional funding. Upon Fiscal Committee and Governor and Council approval, the Governor is authorized to draw a warrant from any money in the Treasury not otherwise appropriated. (Expenditure Class 101, Accounting Units 5833, 8231 and 8234 within Activity MED465010 and Accounting Unit 6529 within Activity STR461510 and Expenditure Class 100, Accounting Unit 8236 within Activity MED465010)*

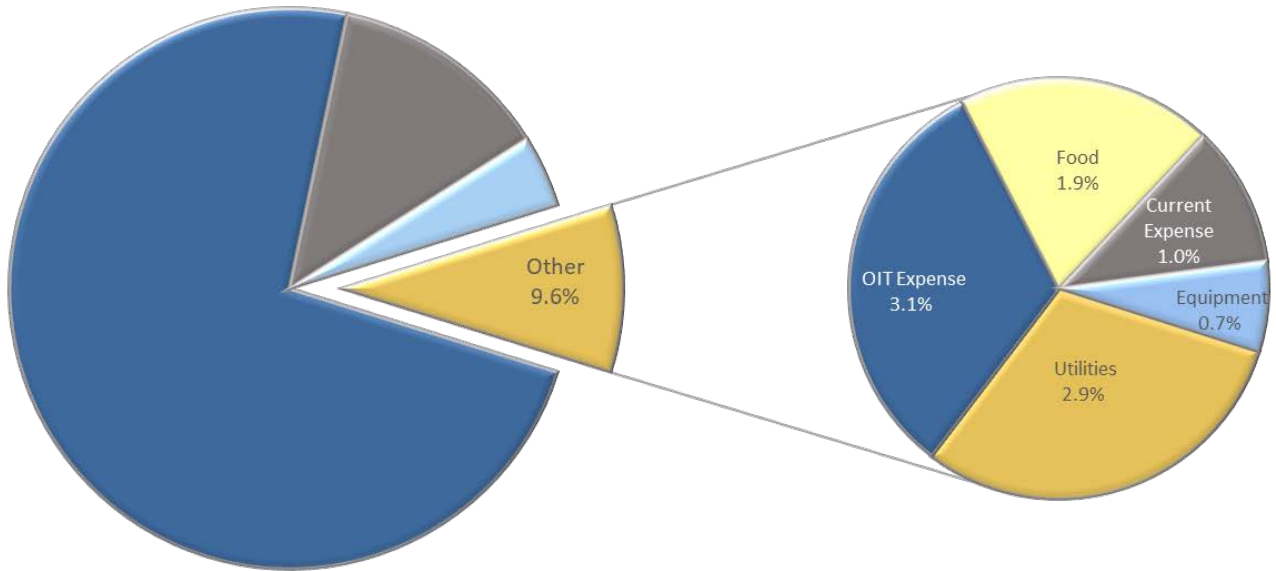


# State of New Hampshire Department of Corrections

FY 2024-2025 House Passed

## Other Operational Costs

Operational expenses listed below are each more than \$1M and when combined represent an average of 9.6% of the House Passed over the biennium.



### Food

FY 2024 \$2,838,828 - FY 2025 \$2,871,328: Over 5,700 meals are served daily while meeting religious and other special dietary needs. The FY 2022 average cost for meals per resident was \$3.75 per day.

### Current Expense

FY 2024 \$1,573,823 - FY 2025 \$1,573,823: This expense is for consumable supplies used by the Department to carry out its mission.

### Equipment

FY 2024 \$1,100,979 - FY 2025 \$890,744: The Agency continues to manage its fleet as efficiently as possible. The vehicles have excessive wear and tear from 24/7 usage. Over the biennium 15 vehicles are budgeted to be replaced that are not cost effective to repair or are already out of service (FY 2024 - \$496,450 and FY 2025 - \$434,760).

The Agency provides constitutionally appropriate medical, dental and pharmaceutical services at all eight correctional facilities. This budget request contains funds to replace aging medical equipment and purchase automated dispensing units for the pharmacy (FY 2024 - \$284,013 and FY 2025 - \$264,187).



# State of New Hampshire Department of Corrections

FY 2024-2025 House Passed

## Other Operational Costs Continued

### Utilities

FY 2024 \$4,432,461 - FY 2025 \$4,432,461: This expense is for utilities at all Department facilities and includes heat, electricity, water and sewer expense. Despite a relatively mild winter, the Department's FY 2023 budget for utilities, \$4,303,359, is currently estimated to have an unprecedented \$1M deficit. Due to the continuing volatility of energy costs the Department has requested the following footnote for FY 2024-2025:

*Department of Corrections appropriations budgeted in Class 023 Heat-Electricity-Water, shall not lapse until June 30, 2025. In the event expenditures are greater than amounts appropriated, the Commissioner may request, with prior approval of the Fiscal Committee, that the Governor and Council authorize additional funding. Upon Fiscal Committee and Governor and Council approval, the Governor is authorized to draw a warrant from any money in the Treasury not otherwise appropriated (Department-wide)*

Example:

NHSP-M	Utility Type	Unit of Measure	FY 2019 Usage	FY 2019 Expense	FY 2020 Usage	FY 2020 Expense	FY 2021 Usage	FY 2021 Expense	FY 2022 Usage	FY 2022 Expense
Boiler Plant	Natural Gas	Therms	948,476	758,154	935,739	736,879	902,512	737,129	865,470	733,288
Central Core	Electricity	KWH	8,635,060	1,090,115	8,426,864	919,486	8,215,770	1,022,886	8,114,585	1,274,117
Central Core	Natural Gas	Therms	24,872	24,710	22,056	22,157	22,369	23,070	20,593	21,992
Central Core	Water/Sewer	CCF	99,227	736,533	103,542	759,682	97,666	750,722	90,317	680,968
Central Core	Water/Sewer	Gallons	74,221,796		77,449,416		73,054,168		67,557,116	
Total				2,609,513		2,438,205		2,533,808		2,710,365

### OIT Expense

FY 2024 \$4,579,622 - FY 2025 \$4,718,628: This expense is for shared costs with the Department of Information Technology (DoIT) and the Department's direct costs including:

- Infrastructure, including networking equipment, wiring and network services in three correctional facilities, three transitional housing units, a transitional work center, a secure psychiatric unit, headquarters, and district offices.
- Cloud, virtualized and physical servers to support enterprise applications, agency intranet, reporting and data warehousing.
- Document and file storage to meet mandatory record retention requirements for agency documents; medical and offender records; video and audio evidence.
- Critical enterprise system support for Electronic Health Records System and Offender Management System.
- DoIT agency software development team to support agency intranet and secondary systems and applications.

The remaining operational expenses are each less than \$1M and represent the remaining 4.1% of the FY 2024-2025 House Passed.



# State of New Hampshire Department of Corrections

---

FY 2024-2025 House Passed

## Other Notable Changes

### **Rents/Leases**

FY 2024 \$76,320 - FY 2025 \$76,320: This additional expense allows the Department to lease 106 tasers for uniform staff and investigators. This includes training and materials, batteries, cartridges, and holsters.

### **Employee Training**

FY 2024 \$200,000 - FY 2025 \$200,000: Employee development and training are critical to retention and this budget serves to recognize the increased training needs for all correctional staff. These budget dollars will cover cost of training for areas of need such as assessment tools, crisis intervention training, mental illness and awareness training, community supervision models, de-escalation skills, and other relevant correctional trainings. This class line also includes training supplies such as ammunition necessary for mandatory PSTC annual weapons certifications. When comparing the Department's training budget to number of positions, the total allocated for each fiscal year is \$205 per position.

### **Contract for Program Services**

FY 2024 \$260,900 - FY 2025 \$312,445: This additional expense is for body and vehicle cameras, an employee wellness app, and a VINE (Victim Information and Notification Everyday) system.

- In FY 2022/2023 HB2 provided \$720,000 to implement body and vehicle cameras. \$209,400 is included in FY 2024 and FY 2025 to continue this program.
- In FY 2024 \$51,500 and in FY 2025 \$53,045 is requested to implement an employee wellness app.
- In FY 2023 and FY 2024 the Department received grant funding to implement Victim Information and Notification Everyday (VINE). In FY 2025 \$50,000 is requested to continue to provide this service. VINE is a system that allows victims of crime, survivors, general public, law enforcement and public servants, timely access to reliable information on incarcerated individuals in US jails and prisons.





# State of New Hampshire Department of Corrections

FY 2024-2025

HB2 Requests – House Passed

(Page 2)

**11 Department of Corrections; Transfer Authority.** *The following classes within the department of corrections shall be exempt from the transfer restrictions in RSA 9:17-a and 9:17-c; classes: 10-personal services-perm classified, 11-personal services unclassified, 12-personal services unclassified, 18-overtime, 19-holiday pay, 50-personal service-temp/appointed, and 60-benefits. The department is authorized to transfer funding in these classes within and amongst all accounting units provided that any transfer of \$100,000 or more shall require prior approval of the fiscal committee of the general court and governor and council. The provisions in this paragraph shall remain in effect for the biennium ending June 30, 2025*

(Pages 2-4)

**12 Department of Corrections; Unclassified Positions Established.**

*l. The unclassified positions of deputy director of health services, deputy director of rehabilitative services, and deputy warden are hereby established in the department of corrections and shall be qualified for that position by reason of education and experience and shall be appointed by the commissioner of the department of corrections and who shall serve at the pleasure of the commissioner. The positions shall be as follows:*

*(a) The deputy director of health services shall oversee the uniform integration of allied healthcare, dental services, health information management and contractual healthcare services into the comprehensive medical and behavioral health system operated by the department of corrections as well as ensuring adherence of licensed clinical staff to their respective practice laws, rules, standards, and policies. In addition, the deputy director of health services will oversee the departments business agreements to ensure compliance with the health insurance portability and accountability act and its application within a correctional environment. This position shall also establish an organizational reporting structure to ensure that all licensed clinical staff receive adequate and appropriate supervision. Direct reports shall include the facility classified and contracted health administrators and all allied healthcare and health information management staff.*

*b) The deputy director of rehabilitative services shall oversee the uniform integration of institutional rehabilitative programs, reentry services, faith-based services, educational and vocational offerings and family-based services operated by the department of corrections at all locations for those incarcerated, as well as ensuring adherence of certified professionals to their respective standards, rules and policies. In addition, this position will oversee and ensure compliance with applicable grants and contractual agreements with external partners and seek further resources to integrate into the correctional setting to improve programmatic resources for the incarcerated population. The deputy director of rehabilitative services will also establish an organizational reporting structure to ensure all staff, including certified educational professionals receive adequate and appropriate supervision. Direct reports shall include but not limited to the facilities classified administrators of program services, the education director, and institutional program management staff.*



# State of New Hampshire Department of Corrections

FY 2024-2025

HB2 Requests – House Passed

(Pages 2-4)

*(c) The deputy warden of the New Hampshire state prison for men will work in close and immediate contact with prisoners on a daily basis, having responsibility for security. This position will administer and direct facility objectives by assessing needs and operational effectiveness, establishes controls, and monitors key performance measures and other quality improvement protocols related to the identified organizational goals of the department and the New Hampshire state prison for men. This position will assist the warden in management of the New Hampshire state prison for men and its security force. This position will conduct post-incident reviews to determine the scope of actions taken and whether those actions comply with applicable state law, administrative rules, policies and procedures, training, and proper use of force. This position will meet with those incarcerated and staff as necessary to determine the validity of requests and report outcomes and areas of improvement to the warden. This position will oversee supervision of prison security operations, bureau of classifications and client records, hobby craft/recreation staff, and related program activities, and will work with the warden on facility budget planning and development as it relates to equipment and operational costs. This position maintains its group II law enforcement classification in the retirement system due to its being in close and immediate contact with those incarcerated on a daily basis.*

*II. The commissioner shall appoint a person to each position established pursuant to subparagraph. Any vacancy shall be filled in the same manner as the original appointment.*

*III. The salary of these positions shall be determined after assessment and review of the appropriate temporary letter grade allocation in RSA 94:1-a, I(b) for the positions which shall be conducted pursuant to RSA 94:1-d and RSA 14:14-c.*

*IV. Upon completion of the appointment of the positions identified in paragraph I, the following positions shall be abolished to allow for the transition of these classified positions with their available appropriations into the unclassified positions. Funding shall be transferred into expenditure class 011, within accounting unit 02-46-46-465010-8234, 02-46-46-469010-8232 and 02-46-46-463510-3372. The incumbents in the abolished classified positions shall be offered the opportunity to seek the commissioner's appointment of the unclassified positions:*

*(a) Administrator IV (Deputy Director of Health Services) #12849.*

*(b) Administrator IV (Deputy Director of Rehabilitative Services) #19953.*

*(c) Administrator IV (Deputy Warden) #16320.*

(Page 4)

**13 Department of Corrections; Authorization to Transfer to Group II of the New Hampshire Retirement System.** Pursuant to the provision of RSA 100-A:3, IX, the following positions in the department of corrections classified as group I positions are deemed to have met the requirement of RSA 100-A:1, VII(b) and shall be transferred to group II status in the New Hampshire retirement system:

*I. Licensed Nursing Assistant III, #44273.*

*II. Licensed Nursing Assistant I, #44291.*

*III. Administrator -Secure Psychiatric Unit, #16849.*



# State of New Hampshire Department of Corrections

FY 2024-2025

HB2 Requests – House Passed

(Page 4)

## **14 Department of Corrections; Qualifications and Compensation of Certain Officials. Amend RSA 21-H:7 to read as follows:**

*21-H:7 Qualifications and Compensation of Certain Officials.*

*I. The commissioner, assistant commissioner, ~~professional standards director,~~ director of personnel and information, director of rehabilitative services, and the division directors of the department shall be qualified to hold such positions by reason of education and experience.*

*II. The salaries of the commissioner, assistant commissioner, ~~professional standards director,~~ director of personnel and information, director of rehabilitative services, and the division directors of the department shall be as specified in RSA 94:1-a.*

### **Agency HB 2 requested language:**

Department of Corrections; Amend RSA 21-H:7 as follows:

21-H:7 Qualifications and Compensation of Certain Officials,

I. The commissioner, assistant commissioner[s], ~~professional standards director, director of security and training, director of community corrections,~~ [wardens] and the division directors of the department shall be qualified to hold such positions by reason of education and experience.

II. [Repealed.]

III. The salaries of the commissioner, assistant commissioner [s], ~~professional standards director, director of security and training, director of community corrections~~[wardens], and the division directors of the department shall be as specified in RSA 94:1-a.

(Page 4)

## **15 Department of Corrections; Position Reallocation; Appropriation.**

*I. The department of administrative services is hereby authorized to conduct a reallocation of the all certified corrections officer and internal affairs investigators from the rank of corrections officer trainee through the rank of major at the NH department of corrections. The department of administrative services shall conduct an assessment review of the reallocation request pursuant to personnel rule Per 303.*

*II. The governor is authorized to draw a warrant for said sums in this section out of any money in the treasury not otherwise appropriated to fund the outcome of the reallocation. Such funds shall not lapse until June 30, 2025.*

(See attached wage comparison on page 12 in Attachment 1)



# State of New Hampshire Department of Corrections

FY 2024-2025

HB2 Requests – House Passed

(Page 16)

## **48 New Section; Department of Corrections; New Hampshire State Prison Fund**

### **Established. Amend RSA 21-H by inserting after section 16 the following new section:**

*21-H:17 Department of Corrections; New Hampshire State Prison Fund Established. There is hereby established in the state treasury a state prison fund, which shall be a fund administered by the department of corrections. The fund shall not lapse. The fund is established for the purpose of design and construction of a new New Hampshire state prison.*

## **49 New Subparagraph; Application of Receipts; New Hampshire State Prison Fund 2023. Amend RSA 6:12, I(b) by inserting after subparagraph (387) the following new subparagraph:**

*(388) Moneys deposited in the New Hampshire state prison fund under RSA 21-H:17.*

## **50 Appropriation; Department of Corrections; New Hampshire State Prison; 2023.**

*There is hereby appropriated to the department of corrections the sum of \$10,000,000 for the fiscal year ending June 30, 2023 for deposit in the state prison fund under RSA 21-H:17, for the purpose of designing and constructing a new state prison. The sum appropriated shall not lapse. The governor is authorized to draw a warrant for said sum out of any money in the treasury not otherwise appropriated.*

## **51 Effective Date. Sections 48-50 of this act shall take effect June 30, 2023.**

## **52 Appropriation; Department of Corrections; IT Infrastructure.**

*There is hereby appropriated to the department of corrections the sum of \$1,340,000 for the fiscal year ending June 30, 2023 which shall be nonlapsing until June 30, 2025 for the purpose of replacing certain computers and information technology infrastructure. The sum appropriated shall not lapse. The governor is authorized to draw a warrant for said sum out of money in the treasury not otherwise appropriated.*

## **53 Effective Date. Section 52 of this act shall take effect on June 30, 2023.**

(Page 62)

## **168 Corrections Officers' Salaries.**

*I. Effective July 14, 2023, part-time corrections officers and corrections officer corporals shall be compensated in accordance with the salary schedule applicable to full-time corrections officers and corrections officer corporals.*

*II. Effective July 14, 2023, corrections officer majors shall be compensated in accordance with the salary schedule applicable to corrections officer lieutenants, sergeants, and captains.*



# State of New Hampshire Department of Corrections

FY 2024-2025

HB2 Requests – House Passed

(Page 113-114)

**370 Department of Corrections; Division of Personnel and Information; Personnel Management; Recruitment and Retention Program. RSA 21-H:4, V(a) is repealed and reenacted to read as follows:**

*(a) Personnel management, recruitment and retention. The department shall develop a program for the recruitment, selection, placement, and retention of qualified applicants for the New Hampshire department of corrections.*

*(1) The program may include expenditures for recruitment and retention activities and incentives, including but not limited to:*

*(A) National Corrections Professionals Week recognition activities at all departmental sites to support employee retention, which may include a paid meal for the site during the week, physical awards and gift cards with a value of less than \$25 as performance incentives based on departmental policies for employee recognition, and items issued to employees that are within the financial scope of the department's current expense appropriations in expenditure class 020.*

*(B) Referral fees or bonuses for active employees or newly hired applicants who have not been employed by the state through a policy Passed by the commissioner.*

*(2) Any recruitment or retention incentives received by an employee pursuant to this subparagraph shall not be considered gifts under RSA 15-B.*

*(3) Referral of applicants by current department employees for the purpose of receiving a referral fee pursuant to this subparagraph shall not be considered a misuse of position under RSA 21-G:23, provided that any rules adopted by the commissioner and any directives issued by the director regarding the referral program shall require that the benefits of the program shall be equally available to all department employees, except as specified in subparagraph (1)(B), and subject to uniform criteria established by the director.*

*(4) Any expenditures made for recruitment or retention incentives pursuant to this subparagraph shall be considered a matter of legislatively-enacted public policy designed to benefit employees and the state, and that is confined exclusively to the public employer by statute as provided in RSA 273-A:1, XI, and which shall not be subject to collective bargaining. Nothing in this paragraph shall be construed to invalidate any portion of a collective bargaining agreement entered into by the state.*

(Page 114)

**371 New Paragraph; Department of Corrections; Powers and Duties of Commissioner. Amend RSA 21-H:8 by inserting after paragraph XII the following new paragraph:**

*XIII. The commissioner shall have discretionary authority to pay burial and wake expenses in an amount not to exceed \$10,000 for an employee whose death occurs while on duty with the department of corrections and when the deceased employee's next of kin demonstrates an inability to afford the burial or wake expenses.*



# State of New Hampshire Department of Corrections

---

FY 2024-2025

HB2 Requests – Additional Appropriation

## **NHDOC Requests an additional appropriation in HB2**

### **Department of Corrections Appropriation**

#### **Description:**

Funding for the purpose of designing and construction of a new state prison

#### **Statutory Language:**

Appropriation; Department of Corrections; New Hampshire State Prison; 2024.

There is hereby appropriated to the department of corrections the sum of \$40,000,000 for the fiscal year ending June 30, 2024 for deposit in the state prison fund under RSA 21-H:17 for the purpose of designing and construction a new state prison. The sum appropriated shall not lapse. The governor is authorized to draw a warrant for said sum out of any money in the treasury not otherwise appropriated.





# State of New Hampshire Department of Corrections

FY 2022-2023 compared to FY 2024-2025 House Passed

## General Funds (Excludes Parole Board)

CLA	DESCRIPTION	FY 2022 Actual	FY 2023 Adj Auth	Difference FY 2024 Compared to FY 2023	FY 2024 House Passed	Difference FY 2025 Compared to FY 2024	FY 2025 House Passed
010	Personnel Services-Permanent	46,260,144	60,268,917	(2,869,428)	57,399,489	1,216,860	58,616,349
011	Personnel Services-Unclassified	1,533,246	1,096,206	1,067,090	2,163,296	350	2,163,646
012	Personnel Services-Unclassified	261,849	266,404	(266,404)	-	-	-
017	Full Time Temporary	-	216,136	(216,136)	-	-	-
018	Overtime	17,325,269	4,489,526	1,000,000	5,489,526	-	5,489,526
019	Holiday Pay	1,035,412	1,025,150	42,608	1,067,758	16,017	1,083,775
050	Personal Services-Temporary	1,116,155	1,443,159	242,092	1,685,251	-	1,685,251
060	Benefits	37,751,918	43,673,222	(2,062,755)	41,610,467	1,868,344	43,478,811
	<b>Total Personnel Services ≈ 73.5%</b>	<b>105,283,993</b>	<b>112,478,720</b>	<b>(3,062,933)</b>	<b>109,415,787</b>	<b>3,101,571</b>	<b>112,517,358</b>
100	Prescription Drugs	2,882,944	2,956,118	375,695	3,331,813	169,923	3,501,736
101	Medical Payments to Providers	12,769,565	10,573,174	5,276,561	15,849,735	(60,088)	15,789,647
	<b>Total Medical/RX ≈ 12.7%</b>	<b>15,652,509</b>	<b>13,529,292</b>	<b>5,652,256</b>	<b>19,181,548</b>	<b>109,835</b>	<b>19,291,383</b>
023	Heat, Electricity & Water	4,316,431	4,303,359	129,102	4,432,461	-	4,432,461
027	OIT Expense	2,967,924	3,966,911	612,711	4,579,622	139,006	4,718,628
021	Food Institutions	2,665,078	2,827,618	11,210	2,838,828	32,500	2,871,328
020	Current Expense	1,436,768	1,547,240	26,583	1,573,823	-	1,573,823
030	Equipment	662,634	553,920	547,059	1,100,979	(210,235)	890,744
	<b>Total Operations Expense &gt; \$1M ≈ 9.6%</b>	<b>12,048,835</b>	<b>13,199,048</b>	<b>1,326,665</b>	<b>14,525,713</b>	<b>(38,729)</b>	<b>14,486,984</b>
022	Rents & Leases Other than State	522,858	503,569	120,121	623,690	7,520	631,210
024	Maint, Other than Bldg/Grounds	128,930	106,707	50,008	156,715	-	156,715
026	Organizational Dues	5,955	5,955	-	5,955	-	5,955
028	Transfers to General Services	275,736	415,908	219,218	635,126	31,433	666,559
039	Telecommunications	485,752	482,220	39,019	521,239	-	521,239
047	Own Forces Maint-Bldg/Grounds	244,038	235,259	64,741	300,000	-	300,000
048	Contract Maint-Bldg/Grounds	359,577	424,581	214,136	638,717	(99,117)	539,600
049	Transfer to Other State Agencies	29,179	31,258	5,890	37,148	2,185	39,333
057	Books Periodicals Subscript	16,305	12,731	15,000	27,731	-	27,731
061	Unemployment Comp	9,381	10,833	-	10,833	-	10,833
062	Workers' Comp	850,802	673,010	264,049	937,059	40,299	977,358
066	Employee Training	75,684	87,628	112,372	200,000	-	200,000
068	Remuneration	772,629	964,935	250	965,185	-	965,185
070	In-State Travel	376,380	346,912	41,362	388,274	-	388,274
080	Out-of-State Travel	10,441	4,589	22,161	26,750	3,572	30,322
089	Transfer to DAS Maintenance Fund	26,744	26,744	(2,486)	24,258	-	24,258
102	Contracts - Program Services	160,967	281,674	256,655	538,329	56,629	594,958
103	Contracts - Operational Services	202,658	145,213	21,930	167,143	-	167,143
211	Catastrophic Casualty Ins	18,112	20,868	321	21,189	2,129	23,318
230	Interpreter Service	1,276	1,276	3,724	5,000	-	5,000
242	Transportation of Inmates	95,965	100	(100)	-	-	-
	<b>Total Operations Expense &lt; \$1M ≈ 4.1%</b>	<b>4,669,369</b>	<b>4,781,970</b>	<b>1,448,371</b>	<b>6,230,341</b>	<b>44,650</b>	<b>6,274,991</b>
	<b>Total General Funds Request 100%</b>	<b>137,654,706</b>	<b>143,989,030</b>	<b>5,364,359</b>	<b>149,353,389</b>	<b>3,217,327</b>	<b>152,570,716</b>

# New Hampshire Department of Corrections



**Attachment 1**  
Agency Overview  
January 2023





# State of New Hampshire Department of Corrections

---

## Three Correctional Facilities



NH State Prison for Men  
281 North State St, Concord  
Population: 1,005



NH Correctional Facility for Women  
42 Perimeter Rd, Concord  
Population: 118



Northern NH Correctional Facility  
138 East Milan Rd, Berlin  
Population: 515

## One Secure Psychiatric Unit and the Residential Treatment Unit



Secure Psychiatric Unit  
281 North State St, Concord  
Civilly Committed: 29  
Sentenced Population: 11  
Total in SPU: 40

Residential Treatment Unit  
Sentenced Population: 21

Population on 1/30/23



# State of New Hampshire Department of Corrections

---

## One Transitional Work Center



Concord Transitional Work Center  
275 North State St, Concord  
Houses male residents  
Population: 72

## Three Transitional Housing Units



Calumet Transitional Housing Unit  
126 Lowell St, Manchester  
Houses male residents  
Population: 55



North End Transitional Housing Unit  
1 Perimeter Rd, Concord  
Houses male residents  
Population: 33



Shea Farm Transitional Housing Unit  
60 Iron Works Rd, Concord  
Houses female residents  
Population: 19



# State of New Hampshire Department of Corrections

---

## Eleven Probation and Parole District Offices, One Collections Office

•Exeter (Rockingham) – 8A Continental Drive, Exeter with a sub office located in Salem – 35 Geremonty Dr	Supervision Cases: 523
•Manchester (Hillsborough North) – 60 Rogers St, Manchester	Supervision Cases: 1,031
•Concord (Merrimack) – 314 North State St, Concord	Supervision Cases: 568
•Berlin (Coos) – 138 East Milan Road, Berlin	Supervision Cases: 120
•N. Haverhill (Grafton) – 3785 Dartmouth College Hwy, N. Haverhill sub office located in Lebanon – 36 Poverty Ln	Supervision Cases: 277
•Dover (Strafford) – 259 County Farm Rd, Dover	Supervision Cases: 393
•Laconia – Superior Court Bldg., 64 Court St, Laconia	Supervision Cases: 251
•Keene (Cheshire) 28 Mechanic St., Keene	Supervision Cases: 319
•Claremont Area (Sullivan) – 17 North Main St, Newport	Supervision Cases: 308
•Wolfeboro Area (Carroll) – 10 Center St, Wolfeboro sub office located in North Conway – Plaza Bldg., 24 Reporter Ct	Supervision Cases: 136
•Nashua (Hillsborough South) – 3 Pine St Ext, Nashua	Supervision Cases: 396
•Central Office/Collections Office – 105 Pleasant St, Concord	Avg Yearly Collection: \$2M
•Total Fugitive Caseload: 362	

## Other Facilities

Headquarters – Main Bldg., Governor Hugh J. Gallen State Office Park, 105 Pleasant St, Concord

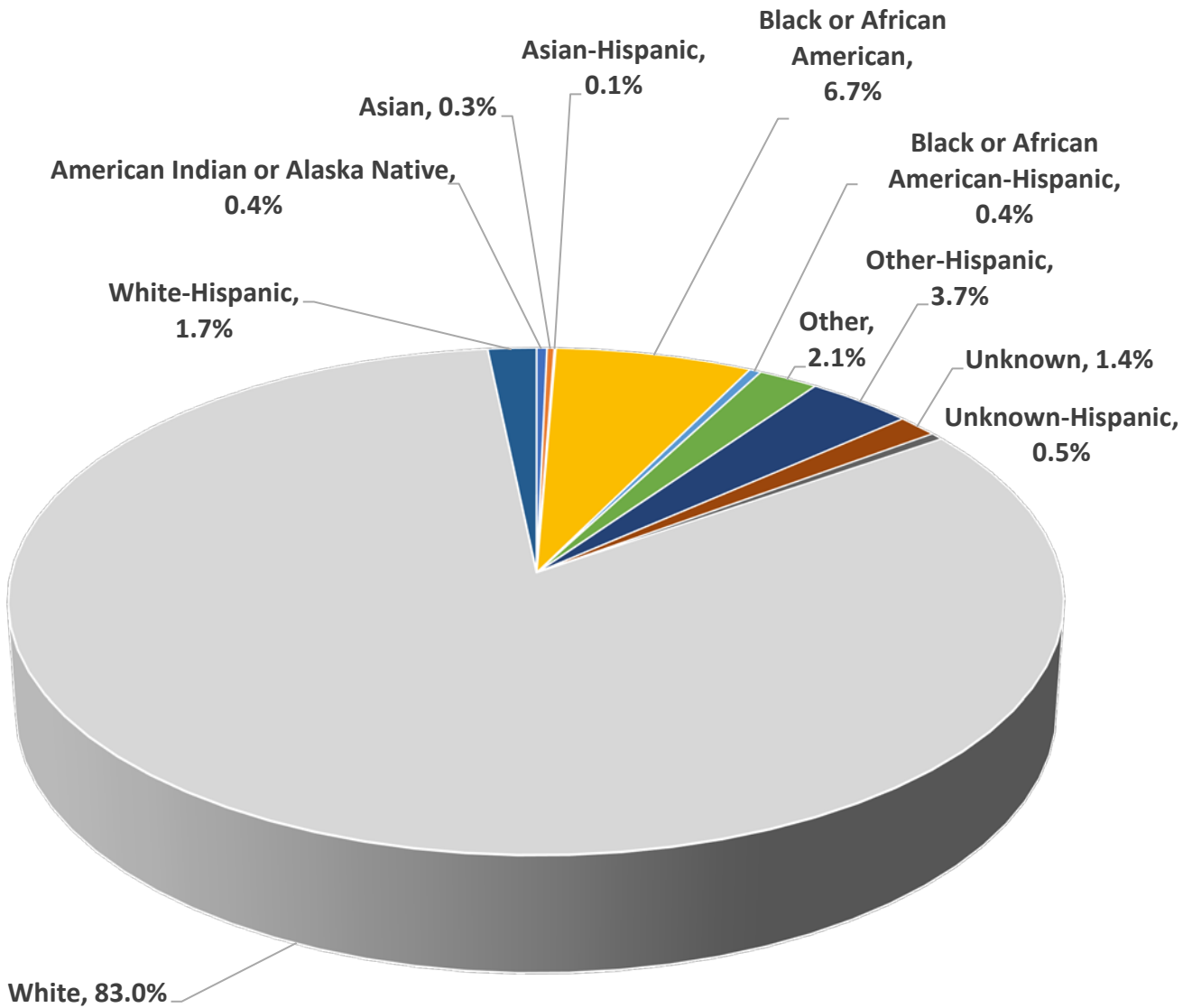
Warehouse – (directly across from NHSP/M) 3 McGuire St, Concord

Correctional Industries Retail Store – 312 North State St, Concord



# State of New Hampshire Department of Corrections

## Resident Self-Reported Race Collected during Booking October 2022

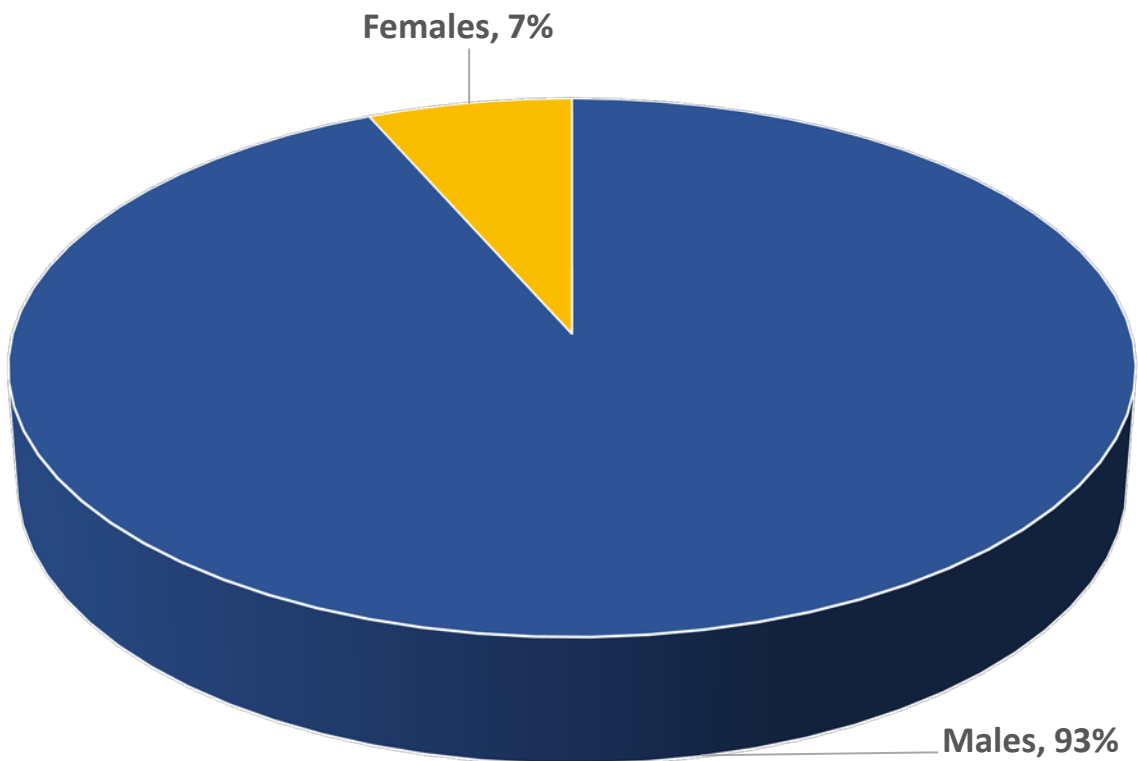




# State of New Hampshire Department of Corrections

---

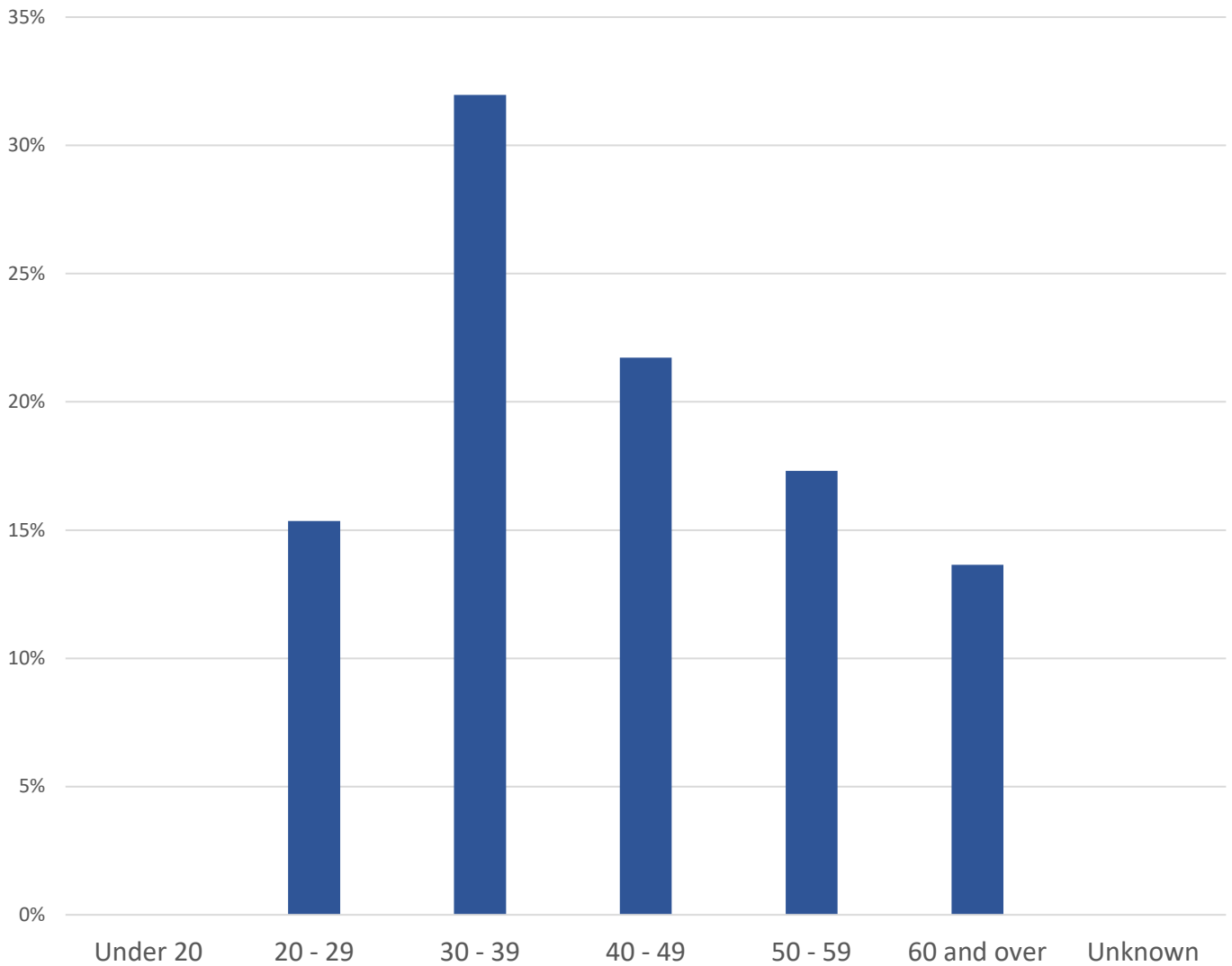
## Residents Biological Gender - October 2022





# State of New Hampshire Department of Corrections

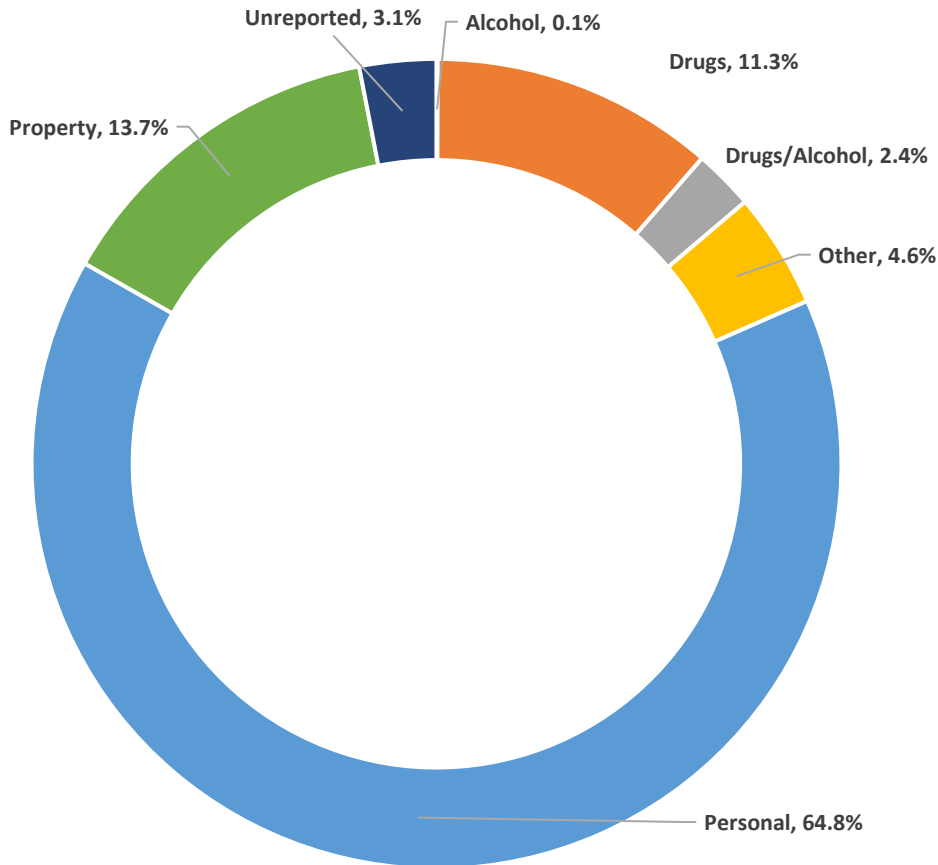
**Age Ranges of Residents by Percent of Total Population Incarcerated  
October 2022**





# State of New Hampshire Department of Corrections

## October 2022 Crime Type Percentages for Total Population Incarcerated

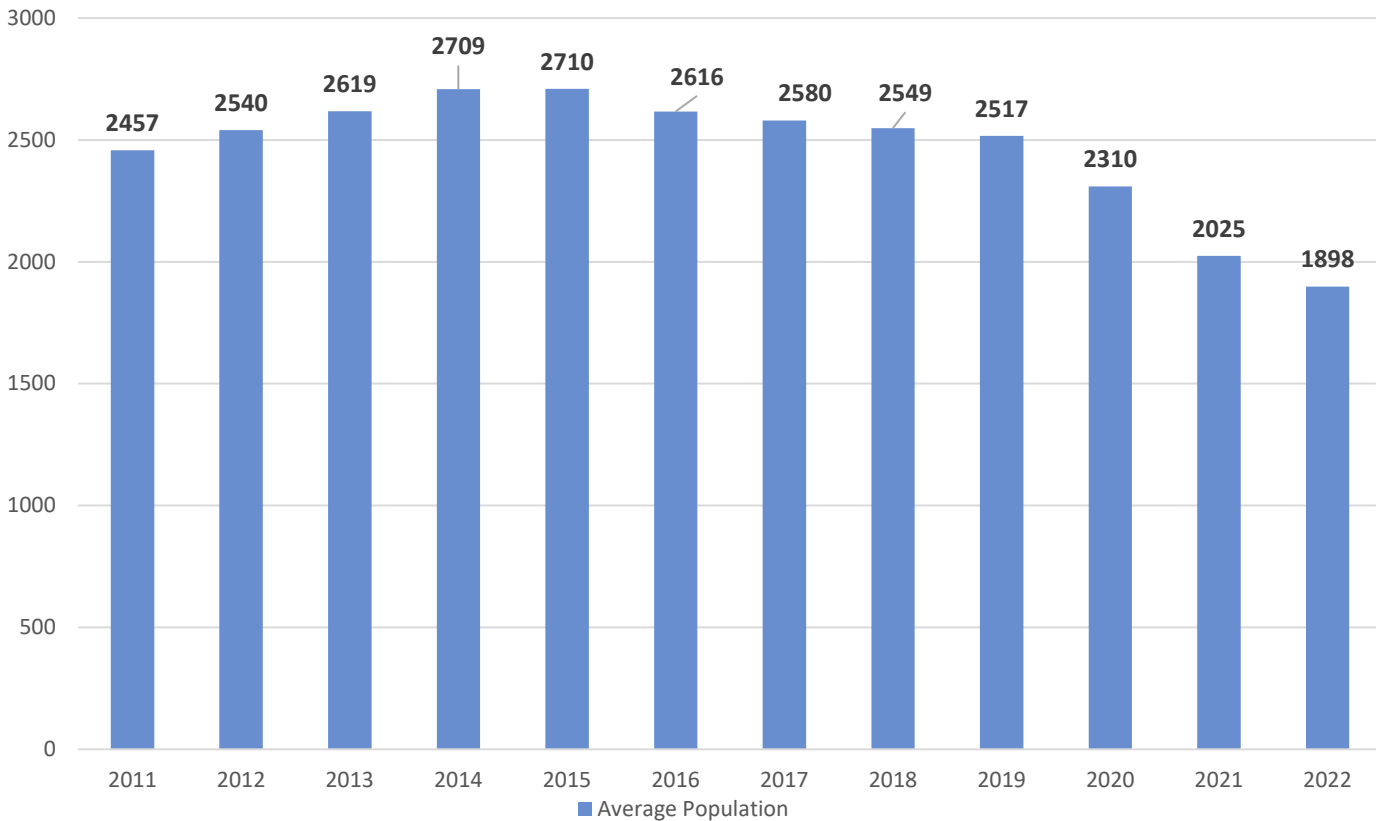


Violent/Personal Crimes include any crime involving bodily damage to a person(s). Property crimes include any crime damaging property and unlawful taking (shoplifting, burglary). Drug & Alcohol crimes include the possession, manufacturing, or sale of drugs and/or alcohol. Drug crimes are drug specific crimes including opioids. Public Order (Other) includes fraud, interference with custody and state, bail jumping, disobeying an officer, felon in possession of dangerous weapon, criminal trespass. Unreported represents a delay in sentence entry for new bookings or detention under civil commitment to the SPU.



# State of New Hampshire Department of Corrections

## A Review of All Facility Population Trends Average Population By Calendar Year through September 2022



\*Data Reported by NH Department of





# State of New Hampshire Department of Corrections

---

## Incarcerated Population Sentencing Snapshot

Population by Maximum Sentence – June 30, 2021	Number	Percentage
Less than 1 year	27	1%
Between 1 and 3 years	122	6%
Between 3 and 5 years	319	15%
Between 5 and 10 years	584	27%
Between 10 and 20 years	600	28%
20 Years and more	433	20%
Unknown*	52	3%
<b>Total</b>	<b>2,137</b>	<b>100%</b>

*\* Unknowns are inmates housed for other jurisdictions or residents of SPU who are on involuntary committal.*

"Unreported" represents cases have not had sentences entered into the offender management system yet OR are clients serving RSA detentions.

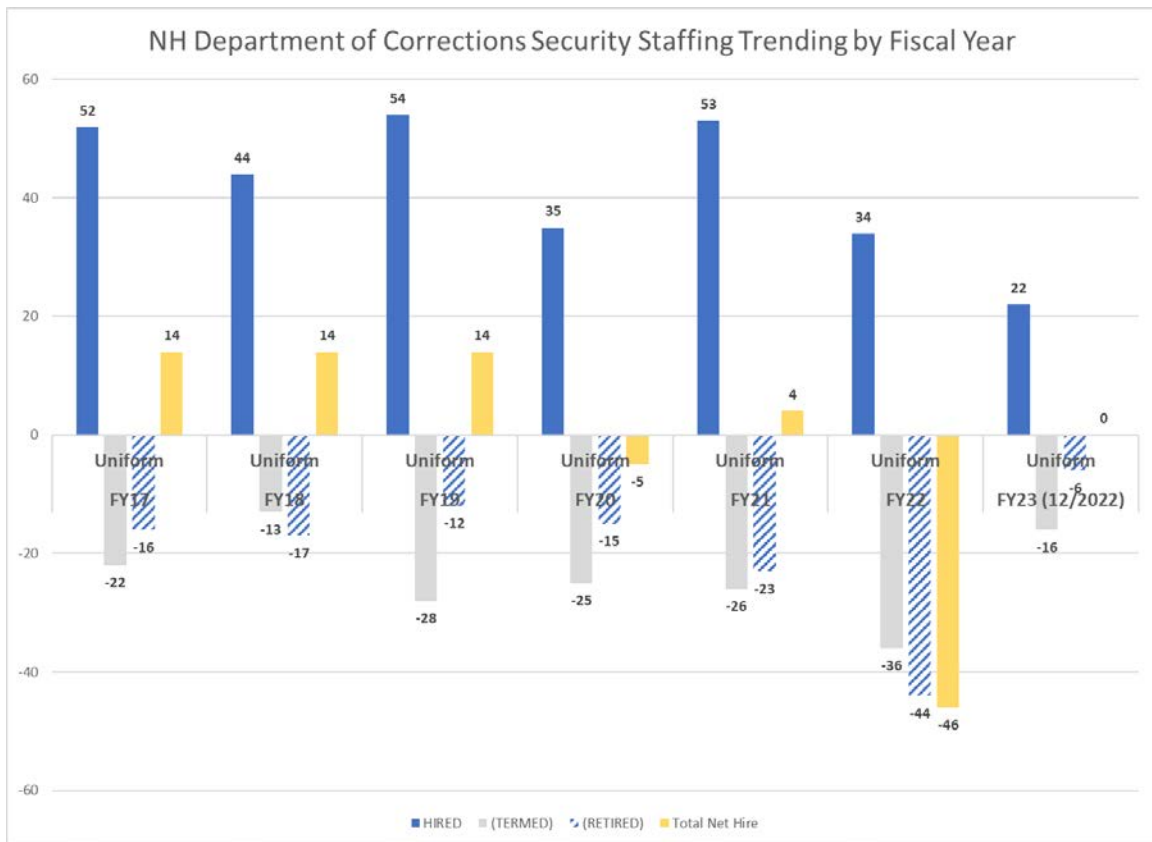
\*This data does not take into account consecutive sentences.



# State of New Hampshire Department of Corrections

## Challenges

- Continued to experience major challenges in recruitment and retention of staff, especially post the height of the pandemic
- Corrections Officer positions are at a 50% vacancy rate as of January 2023
- Logistics positions (i.e., chefs, plumbers, electricians etc.) are at varying vacancy rates from 30% to 50%
- Continued to be challenged with aging infrastructure at the NH State Prison for Men in Concord primarily, Northern NH Correctional Facility and Transitional Housing Units/Work Center





# State of New Hampshire Department of Corrections

---

## Challenges

- The work of a corrections officer requires dedication and courage. Every day, corrections staff, including officers, commit to doing difficult work, in a challenging environment, while maintaining professionalism and respect. They demonstrate the physical and moral fortitude to use their authority appropriately, in the face of daily adversity. The US Bureau of Labor Statistics identifies the job of a correctional officer as one of the most stressful and dangerous jobs, having one of the highest rates of both injury and illness of all occupations. [\[i\]](#)
- Numerous reports highlight the dangerousness and stressors that the job of corrections officer has on one's physical body, leading to a 50% higher rate of heart disease than any other occupation. Additionally, corrections officers have a 39% higher suicide rate and ten-times higher rate for post-traumatic stress disorder than the general population. [\[ii\]](#) Job stressors in corrections officers reveal the life expectancy of a corrections officer is 59 years, compared to a national average of just over 75 years. [\[iii\]](#)
- [\[i\] https://www.bls.gov/ooh/protective-service/correctional-officers.htm](https://www.bls.gov/ooh/protective-service/correctional-officers.htm)
- [\[ii\] https://armorupnow.org/2018/05/21/ptsd-depression-suicide-divorce-are-highest-among-correctional-officers/](https://armorupnow.org/2018/05/21/ptsd-depression-suicide-divorce-are-highest-among-correctional-officers/)
- [\[iii\] https://www.ojp.gov/ncjrs/virtual-library/abstracts/reducing-staff-and-inmate-stress](https://www.ojp.gov/ncjrs/virtual-library/abstracts/reducing-staff-and-inmate-stress)

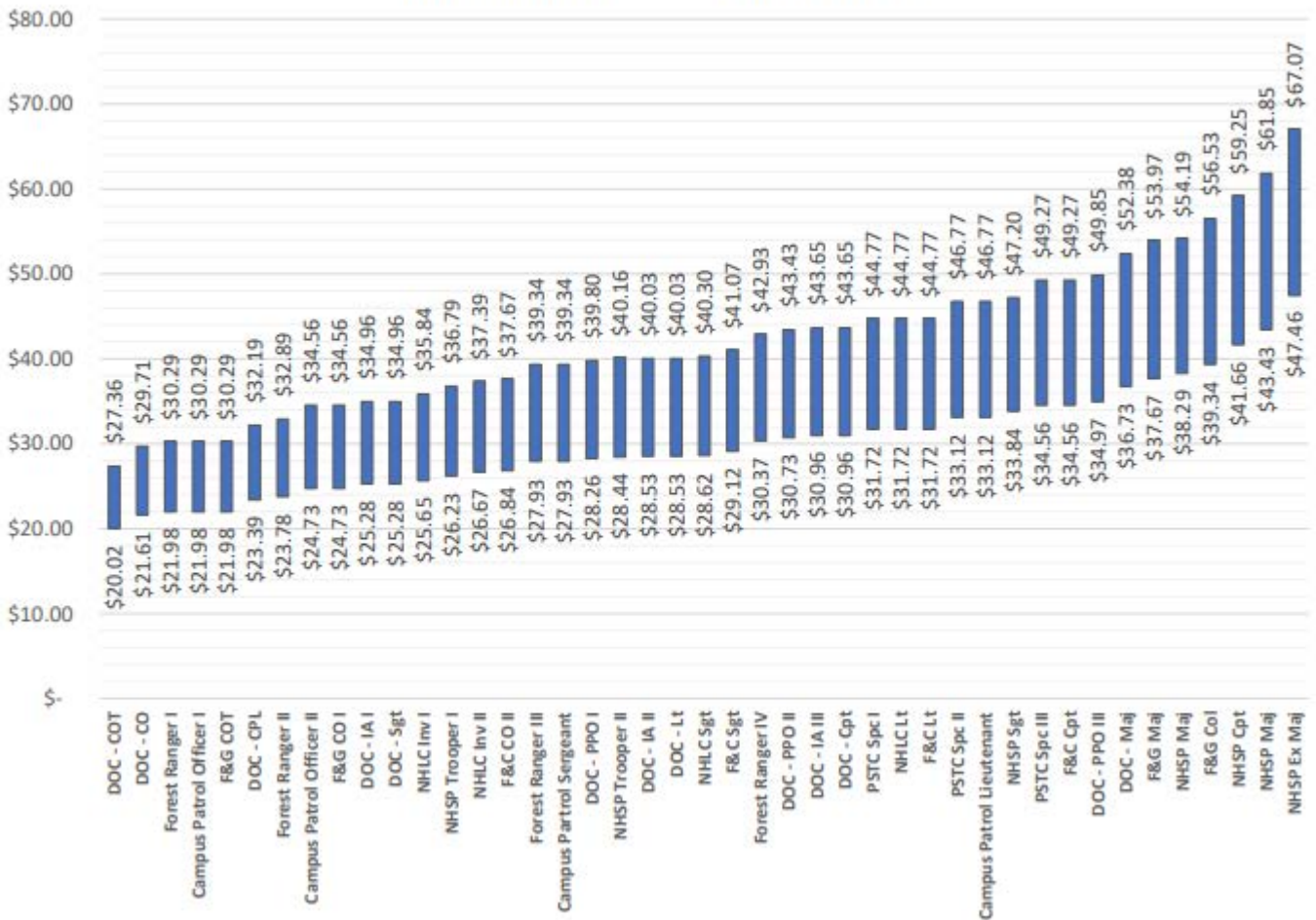


# State of New Hampshire Department of Corrections

## Challenges

- Disproportionate entry wages given the nature of the law enforcement work. Corrections Officers have the lowest base pay of all state law enforcement.
- Same entry standards for corrections officers as all law enforcement under Police Standards and Training Council

Current Pay Wages – As of 7/15/2022





# State of New Hampshire Department of Corrections

## Accomplishments

- Implemented a corrections specific employee wellness program
- Increased capacity to provide residential substance use disorder (SUD) treatment through our Focus program, SUD is the #1 driver of reincarceration
- Have continued to be proactive in our treatment of those with Opioid Use disorder including but not limited to the use of medications, clinical group therapies and multi-leveled treatment paths aligned to the American Society of Addiction Medicine. Implemented harm reduction principles through the voluntary distribution of Naloxone HCl upon release for those with OUD
- Have been accepted into the Federal Second Change Pell Grant reauthorization partnering with White Mountain Community College and NHTI, creating pathways to post-secondary courses for those incarcerated
- Participation with Prisons Evolving as Connected Communities (PEACC). PEACC will engage community stakeholders to develop a prison model of a connected community that will address information and communication technology issues.
- Member of the newly formed New England Commission on the Future of Higher Education Behind Bars
- Implemented the Choose Love programming, serving as a model for other correctional institutions across the US, by integrating the Universal Design for Learning Network(UDL) set of principles, which develop learning environments that gives all individuals equal opportunities to learn
- Remitted and pending review by the Centers of Medicare and Medicaid, an inclusion element for billable re-entry services for those exiting prisons, in our State 1115(a) Medicaid Waiver

### Impact by Type of Education Program

Based on the 105 highest quality estimates included in this meta-analysis, four types of educational offerings in prisons were considered individually:

- **Adult Basic Education:**  
Remedial reading, writing, mathematics etc.
- **Secondary Education:**  
GED or high school diploma
- **Vocational Education:**  
Job skills training and job preparedness
- **College Education:**  
Associate's, Bachelor's or Master's degrees

Graphic 1: Effects on Recidivism and Employment by Education Type

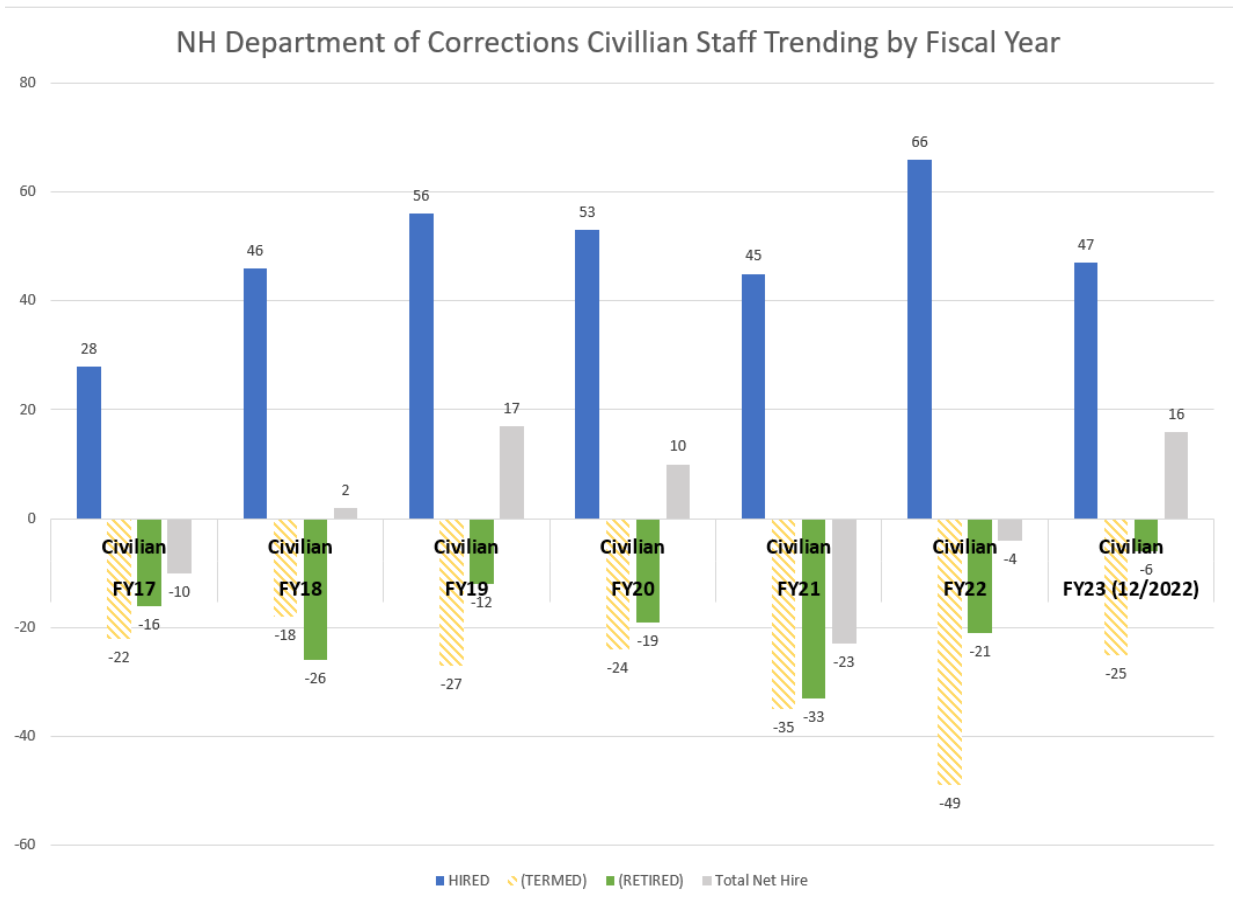
Education Type	Effect on Recidivism	Effect on Employment
ABE	-6.30%	1.47%
Secondary	-7.17%	1.21%
Vocational	-9.37%	5.54%
College	-27.70%	10.59%



# State of New Hampshire Department of Corrections

## Accomplishments

We are seeing an increase in filling our non-corrections officer positions.



Our most recently published annual report provides a great overview across the department of our on-going accomplishments: (<https://www.nh.gov/nhdcc/divisions/publicinformation/documents>)



# State of New Hampshire Department of Corrections

---

## Primary Infrastructure Challenges

### NH State Prison for Men, Concord

- Built in 1878, partially remodeled in the 1980's
- Substantial concrete and steel structural issues in elevated areas over food services and mechanical areas
- Remnants of the old coal fired boiler area and coal pocket are creating issues with ground stability
- Building fatigue-facility wide, issues with ceilings, floors, steam lines, electrical wiring, plumbing of all types, ductwork, fire suppression systems, doors, locks, windows, etc.
- Electrical issues with unique direct buried electrical lines under buildings and courtyard areas
- 8 electrical transformers, 8 generators supply partial emergency power to the facility, needs replacement
- High pressure steam lines running through approximately 11 acres of buildings with problematic access points
- Perimeter security concerns with the main building and north yard within 30 feet of Route 3, N State Street
- Over 2,000 feet of chain link perimeter fence, 12 and 14 feet high with razor wire needs to be replaced
- North and South vehicle sally ports, need redesign and expansion to manage larger trucks and equipment
- Reception and Diagnostic Unit built in 1941 is a "Van Dorn" modular building melded into the original building, this building is one of the last of its kind and was built to last at most 50 years
- Food services area has leaks from the above ramps and walkways that will potentially cost over \$12 million to rebuild
- Aged arched brick storm water and sewer lines need replacement





# State of New Hampshire Department of Corrections

## Retention and Recruitment

### Recruiting strategies:

- A dedicated part-time recruiting corrections officer
- Reassignment of a full-time sergeant now dedicated to job fairs, school events, security on-boarding, and retention efforts
- Updated marketing materials
- Job fairs/speaking engagements – 63 in CY 2022, 91 in CY 2023 YTD through 11/16/22
- Introduction to Corrections Program – course offered at Berlin High School and Groveton High School
- Part-time corrections officer certification program
- Social media presence
- Participate in local community events
- Created jobs website to streamline hiring process
- Continuous quality improvement of hiring process
- Detailed Summary of Activities will be shared as a separate document

**Start Changing Lives Today!**

Part Time  
Corrections Officer  
Certification now  
available!  
\*29 hours per week  
\*Nights & Weekend  
Academy

Nurses  
Chefs  
Teachers  
Maintenance  
Social Workers  
Corrections Officers

APPLY ONLINE @ [WWW.NHDOCJOBS.COM/APPLY](http://WWW.NHDOCJOBS.COM/APPLY)  
(603)271-5645  
DOC-Recruitment@doc.nh.gov

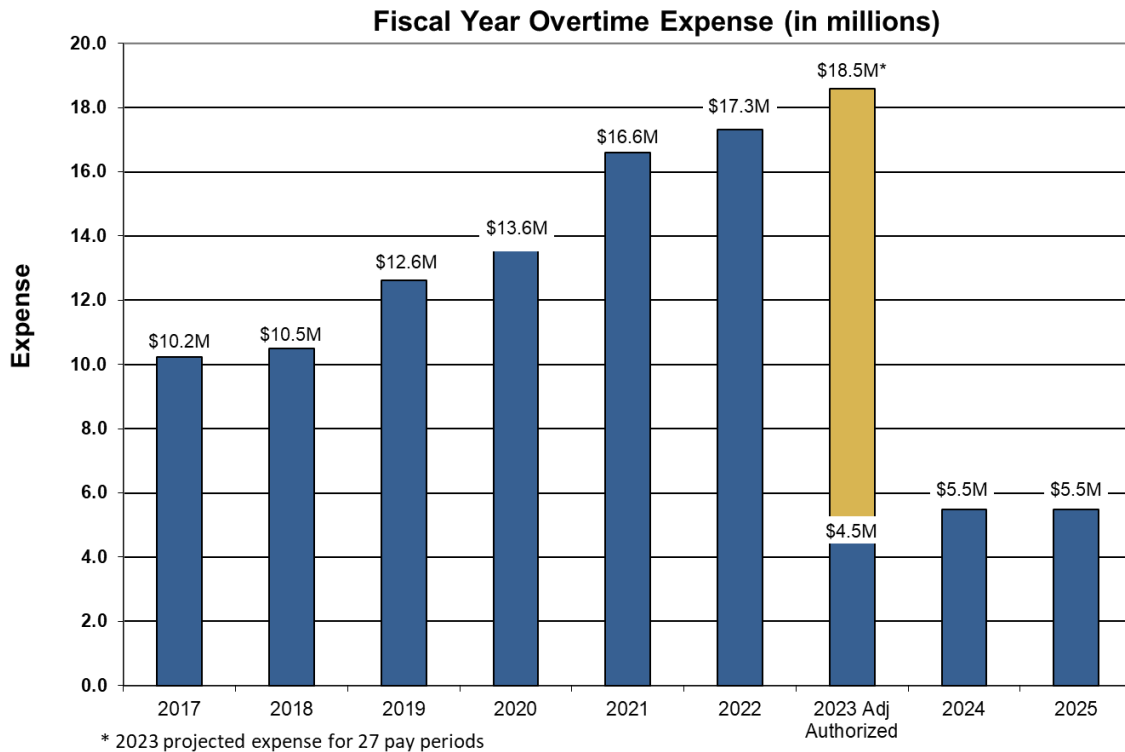




# State of New Hampshire Department of Corrections

## Overtime

Overtime results from vacant positions, filling posts due to leave (annual, sick, workers compensation, FMLA), required training, hospital duty, direct observation and military deployment. The need for overtime, as a result of vacant positions, creates the potential for a vulnerable working environment and challenges quality of life issues for staff.



### Overtime strategies:

- Offer all corrections officers, leaving the Department in good standing, the opportunity to continue working in part-time officer positions.
- Established a part-time Corrections Officer Academy through PSTC.
- Created the following certifications for correctional line personnel in Group II as classified by NH RSA 100-A:1 VII(b):
  - Dual certification to work part-time as a corrections officer in addition to their full-time positions
  - Certification to fill non-armed posts including one-on-one observation, control rooms, and transitional housing units
- Close housing areas, when possible, to reduce required posts