58 DAR

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

OFFICE OF THE COMMISSIONER

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Nicholas A. Toumpas
Commissioner

May 10, 2013

The Honorable Mary Jane Wallner, 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 224:14, III and II, Laws of 2011, Transfer Among Accounts and Additional Revenues, authorize approval of General Fund transfers in the amount of $140,252 and increase related revenue adjustments of $117,649 in Federal Funds and increase revenue adjustments of $1,000 in Other Funds 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, 2013.

From: (Various Accounts):	Account		Amount
Division for Children, Youth and Families	Various	$	-
Bureau of Elderly and Adult Services	Various	$	-
Bureau of Behavioral Health	Various	$	-
Bureau of Developmental Services	Various	$	-
New Hampshire Hospital	Various	$	(140,252)
Office of the Commissioner	Various	$	-
Office of Administration	Various	$	-
Office of Information Services	Various	$	-
Division of Community Based Care Services	Various	$	-
Bureau of Drug & Alcohol Services	Various	$	-
Total Department of Health and Human Services			(140,252)

To: (Various Accounts):	Account		Amount
Division for Children, Youth and Families	Various	$	-
Bureau of Elderly and Adult Services	Various	$	36,027
Bureau of Behavioral Health	Various	$	410
Bureau of Developmental Services	Various	$	3,000

New Hampshire Hospital	Various	$	-
Office of the Commissioner	Various	$	3,708
Office of Administration	Various	$	54,000
Office of Information Services	Various	$	20,407
Division of Community Based Care Services	Various	$	3,000
Bureau of Drug & Alcohol Services	Various	$	19,700
Total Department of Health and Human Services		$	140,252

EXPLANATION

These transfers reflect adjustments to various benefits expense accounts to address projected expenses in the Department. Expenditure patterns for the first ten months of SFY 2013 have been analyzed and taken into consideration when projecting expenditures for the balance of the year. Based upon this thorough review, a number of accounts were found to require additional funds, while other accounts were experiencing less than originally anticipated expenditures. This transfer 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 actions:

A. Justification: See the attached appendix 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 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. Federal participation in Department expenditures is detailed in the attached appendix.
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 positions are being transferred as a result of this request.

The Department has conducted a detailed review of every line item in the budget to ensure that available funds are maximized to the greatest degree possible. An appendix is attached which summarizes the changes across the Department.

Respectfully submitted,

FOR

Nicholas A. Toumpas
Commissioner

Benefits	Account	General Funds Only			Net	Account
	From	From	To	Net	FF/Oth	To
Division for Children, Youth and Families	Various	$ -	$ -	$ -	$ 31,200	Various
Bureau of Elderly and Adult Services	Various	$ -	$ 36,027	$ 36,027	$ 21,474	Various
Bureau of Behavioral Health	Various	$ -	$ 410	$ 410	$ 90	Various
Bureau of Developmental Services	Various	$ -	$ 3,000	$ 3,000	$ 500	Various
New Hampshire Hospital	Various	$ (140,252)	$ -	$ (140,252)	$ -	Various
Office of the Commissioner	Various	$ -	$ 3,708	$ 3,708	$ 292	Various
Office of Administration	Various	$ -	$ 54,000	$ 54,000	$ 36,000	Various
Office of Information Services	Various	$ -	$ 20,407	$ 20,407	$ 13,593	Various
Division of Community Based Care Services	Various	$ -	$ 3,000	$ 3,000	$ -	Various
Bureau of Drug & Alcohol Services	Various	$ -	$ 19,700	$ 19,700	$ 15,500	Various
Total Department of Health and Human Services		(140,252)	140,252	-	118,649	
			Net Federal Funds		117,649	
			Net Other Funds		1,000	
					-	

	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/	Net Gen'l	Net Gen'l									
2						Acc't		Decrease	Fund by	Fund By	GF		Transfer Amount					SOF	
3								Amount	Org. Code	Agency	Amount	S/T	FF	OF	GF		FF	OF	GF
4	LAWSON ACCOUNTING FORMAT																		
5		COMPANY	N/A	ACCOUNTING UNIT	CLASS	ACCOUNT													
6																			
7	DIVISION FOR CHILDREN, YOUTH AND FAMILIES																		
8																			
9		Teen Independent Living																	
10		010	040	58230000	000	404213	Federal Funds	$ 1,200											
11		010	040	58230000			Other Funds	$ -	$ -										
12		010	040	58230000			General Funds	$ -	$ -										
13		Total Revenue						$ 1,200											
14																			
15		010	040	58230000	060	500601	Benefits	$ 1,200			$ -		$ 1,200	$ -	$ -		100%	0%	0%
16		Total Expense						$ 1,200				$ -							
17																			
18		Child Development - Operations																	
19		010	040	58410000	000	403944	Federal Funds	$ 30,000											
20		010	040	58410000			Other Funds	$ -	$ -										
21		010	040	58410000			General Funds	$ -	$ -										
22		Total Revenue						$ 30,000											
23																			
24		010	040	58410000	060	500601	Benefits	$ 30,000			$ -		$ 30,000	$ -	$ -		100%	0%	0%
25		Total Expense						$ 30,000				$ -							
26																			
27		TOTAL DIVISION FOR CHILDREN, YOUTH AND FAMILIES								$ -		$ -	$ 31,200	$ -	$ -				
28																			
54																			
55	BUREAU OF ELDERLY AND ADULT SERVICES																		
56																			
57		Adm on Aging Grants																	
58		010	048	78720000	000	404871	Federal Funds	$ 20,224											
59		010	048	78720000			Other Funds	$ -											
60		010	048	78720000			General Funds	$ 34,777	$ 34,777										
61		Total Revenue						$ 55,001											
62																			
63		010	048	78720000	060	500601	Benefits	$ 55,000			$ 34,777		$ 20,224	$ -	$ 34,777		37%	0%	63%
64		Total Expense						$ 55,000				$ 34,777							
65																			
66		Medicaid Administration																	
67		010	048	78560000	000	404596	Federal Funds	$ 1,250											
68		010	048	78560000			Other Funds	$ -											
69		010	048	78560000			General Funds	$ 1,250	$ 1,250										
70		Total Revenue						$ 2,500											
71																			
72		010	048	78560000	060	500601	Benefits	$ 2,500			$ 1,250		$ 1,250	$ -	$ 1,250		50%	0%	50%
73		Total Expense						$ 2,500				$ 1,250							
74																			
75		TOTAL BUREAU OF ELDERLY AND ADULT SERVICES								$ 36,027		$ 36,027	$ 21,474	$ -	$ 36,027				
97																			
98	BUREAU OF BEHAVIORAL HEALTH																		
99																			
100		Office of Director																	
101		010	092	78770000	000	406762	Federal Funds	$ 90											
102		010	092	78770000			Other Funds	$ -											
103		010	092	78770000			General Funds	$ 410	$ 410										
104		Total Revenue						$ 500											
105																			
106		010	092	78770000	060	500601	Benefits	$ 500			$ 410		$ 90	$ -	$ 410		18%	0%	82%
107		Total Expense						$ 500				$ 410							
108																			
109		TOTAL BUREAU OF BEHAVIORAL HEALTH								$ 410		$ 410	$ 90	$ -	$ 410				
110																			
111	BUREAU OF DEVELOPMENTAL SERVICES																		
112																			
113		NH Designated Receiving Facility																	
114		010	093	71640000	000		Federal Funds	$ -											
115		010	093	71640000			Other Funds	$ -											

	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/	Net Gen'l	Net Gen'l									
2						Acc't		Decrease	Fund by	Fund By	GF			Transfer Amount				SOF	
3								Amount	Org. Code	Agency	Amount	S/T	FF	OF	GF		FF	OF	GF
116		010	093	71640000			General Funds	$ 3,000	$ 3,000										
117		Total Revenue						$ 3,000											
118																			
119		010	093	71640000	060	500601	Benefits	$ 3,000			$ 3,000		$ -	$ -	$ 3,000		0%	0%	100%
120		Total Expense						$ 3,000				$ 3,000							
121																			
122		Social Services Block Grant																	
123		010	093	78580000	000	404982	Federal Funds	$ 500											
124		010	093	78580000			Other Funds	$ -											
125		010	093	78580000			General Funds	$ -	$ -										
126		Total Revenue						$ 500											
127																			
128		010	093	78580000	060	500601	Benefits	$ 500			$ -		$ 500	$ -	$ -		100%	0%	0%
129		Total Expense						$ 500				$ -							
130																			
131		TOTAL BUREAU OF DEVELOPMENTAL SERVICES								$ 3,000		$ 3,000	$ 500	$ -	$ 3,000				
132																			
133	NEW HAMPSHIRE HOSPITAL																		
134																			
135		Administration																	
136		010	094	84000000	000	404444	Medicaid DSH	$ -											
137		010	094	84000000			Other Funds	$ -											
138		010	094	84000000			General Funds	$ (140,252)	$ (140,252)										
139		Total Revenue						$ (140,252)											
140																			
141		010	094	84000000	060	500601	Benefits	$ (140,252)			$ (140,252)		$ -	$ -	$ (140,252)		0%	0%	100%
142		Total Expense						$ (140,252)				$ (140,252)							
143																			
144		TOTAL NEW HAMPSHIRE HOSPITAL								$ (140,252.00)		$ (140,252.00)	$ -	$ -	$ (140,252.00)				
145																			
146	OFFICE OF COMMISSIONER																		
147																			
148		Employee Assistance Program																	
149		010	095	50250000	000	403900	Federal Funds	292											
150		010	095	50250000			General Funds	3,708	3,708										
151		Total Revenue						4,000											
152																			
153		010	095	50250000	060	500602	Benefits	4,000			$ 3,708		$ 292	$ -	$ 3,708		7%	0%	93%
154		Total Expense						4,000				3,708							
155																			
156																			
157		TOTAL OFFICE OF THE COMMISSIONER								$ 3,708.00		$ 3,708.00	$ 292.00	$ -	$ 3,708.00				
158																			
202																			
203	OFFICE OF ADMINISTRATION																		
204																			
205		DHHS District Office																	
206		010	095	56870000	000	404717	Federal Funds	36,000											
207		010	095	56870000			General Funds	54,000	54,000										
208		Total Revenue						90,000											
209																			
210		010	095	56870000	060	500602	Benefits	90,000			$ 54,000		$ 36,000	$ -	$ 54,000		40%	0%	60%
211		Total Expense						90,000				54,000							
212																			
213		TOTAL OFFICE OF ADMINISTRATION								54,000		54,000	36,000	0	54,000				
214																			
215	OFFICE OF INFORMATION SERVICES																		
216																			
217		Office of Information Services																	
218		010	095	59520000	000	408159	Federal Funds	$ 13,593											
219		010	095	59520000	007		Other Funds	$ -											
220		010	095	59520000			General Funds	$ 20,407	$ 20,407										
221		Total Revenue						$ 34,000											
222																			
223		010	095	59520000	060	500601	Benefits	$ 34,000			$ 20,407		$ 13,593	$ -	$ 20,407		40%	0%	60%
224		Total Expense						$ 34,000				$ 20,407							
225																			

	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/	Net Gen'l	Net Gen'l									
2						Acc't		Decrease	Fund by	Fund By	GF		Transfer Amount					SOF	
3								Amount	Org. Code	Agency	Amount	S/T	FF	OF	GF		FF	OF	GF
226																			
227		TOTAL OFFICE OF INFORMATION SERVICES								$ 20,407		$ 20,407	$ 13,593	$ -	$ 20,407				
228																			
242	DIVISION OF COMMUNITY BASED CARE SERVICES																		
243																			
244		Emergency Shelters																	
245		010	095	71770000	000		Federal Funds	$ -											
246		010	095	71770000			Other Funds	$ -											
247		010	095	71770000			General Funds	$ 3,000	$ 3,000										
248								$ 3,000											
249																			
250		010	095	71770000	060	500601	Benefits	$ 3,000			$ 3,000		$ -	$ -	$ 3,000		0%	0%	100%
251		Total Expense						$ 3,000				$ 3,000							
252																			
253		TOTAL DIVISION OF COMMUNITY BASED CARE SERVICES								3,000		3,000	0	0	3,000				
254																			
255	BUREAU OF DRUG & ALCOHOL SERVICES																		
256																			
257		Treatment-Prevention State																	
258		010	095	13870000	000		Federal Funds	$ -											
259		010	095	13870000			Other Funds	$ -											
260		010	095	13870000			General Funds	$ 2,200	$ 2,200										
261		Total Revenue						$ 2,200											
262																			
263		010	095	13870000	060	500601	Benefits	$ 2,200			$ 2,200		$ -	$ -	$ 2,200		0%	0%	100%
264		Total Expense						$ 2,200				$ 2,200							
265																			
266		Treatment & Prevention - Directors																	
267		010	095	30790000	000		Federal Funds	$ -											
268		010	095	30790000			Other Funds	$ -											
269		010	095	30790000			General Funds	$ 17,500	$ 17,500										
270		Total Revenue						$ 17,500											
271																			
272		010	095	30790000	060	500601	Benefits	$ 17,500			$ 17,500		$ -	$ -	$ 17,500		0%	0%	100%
273		Total Expense						$ 17,500				$ 17,500							
274																			
275		Alcohol and Other Drug Treatment																	
276		010	095	53650000	000	404600	Federal Funds	$ 2,500											
277		010	095	53650000			Other Funds	$ -											
278		010	095	53650000			General Funds	$ -	$ -										
279		Total Revenue						$ 2,500											
280																			
281		010	095	53650000	060	500601	Benefits	$ 2,500			$ -		$ 2,500	$ -	$ -		100%	0%	0%
282		Total Expense						$ 2,500				$ -							
283																			
284		Alcohol Education																	
285		010	095	53690000	000		Federal Funds	$ -											
286		010	095	53690000	003	407315	Other Funds	$ 1,000											
287		010	095	53690000			General Funds	$ -	$ -										
288		Total Revenue						$ 1,000											
289																			
290		010	095	53690000	060	500601	Benefits	$ 1,000			$ -		$ -	$ 1,000	$ -		0%	100%	0%
291		Total Expense						$ 1,000				$ -							
292																			
293		SAMHSA Grants																	
294		010	095	59570000	000	404600	Federal Funds	$ 12,000											
295		010	095	59570000			Other Funds	$ -											
296		010	095	59570000			General Funds	$ -	$ -										
297		Total Revenue						$ 12,000											
298																			
299		010	095	59570000	060	500601	Benefits	$ 12,000			$ -		$ 12,000	$ -	$ -		100%	0%	0%
300		Total Expense						$ 12,000				$ -							
301																			
302		TOTAL BUREAU OF DRUG & ALCOHOL SERVICES								$ 19,700		$ 19,700	$ 14,500	$ 1,000	$ 19,700				
303																			
304																			
305								Total DHHS		$ -		$ -	$ 117,649	$ 1,000	$ -				

From: (Various Accounts):	Account	Amount
Division for Children, Youth and Families	Various	$ -
Bureau of Elderly and Adult Services	Various	$ -
Bureau of Behavioral Health	Various	$ -
Bureau of Developmental Services	Various	$ -
New Hampshire Hospital	Various	$ (140,252)
Office of the Commissioner	Various	$ -
Office of Administration	Various	$ -
Office of Information Services	Various	$ -
Division of Community Based Care Services	Various	$ -
Bureau of Drug & Alcohol Services	Various	$ -
Total Department of Health and Human Services		(140,252)

DEPARTMENT OF HEALTH AND HUMAN SERVICES
TRANSFER OF FUNDS SFY 2013 – Benefits (060)

DIVISION FOR CHILDREN, YOUTH & FAMILIES (DCYF)

05-95-040-404010-58230000
Teen Independent Living Bureau

Funding in this organization represents costs associated with the Teen Independent Living Bureau. Functions include; providing adult living preparation services to all DCYF/DJJS adolescents in out-of-home care who are 16 years of age or older, or 14 years of age and in DCYF's Guardianship. Service areas addressed include education, employment, healthcare and housing. This transfer will fund a projected deficit in the Benefit line item in this account. The projected deficit in the Benefit item is due to the class line being under budgeted and the benefit sweep took more funds than were available. Source of Funds: 100% Federal (Chafee Foster Care Independence Program under Title IV-E).

05-95-040-403510-58410000
Child Development Operations

Funding in this organization represents costs associated with the staff and operations of the Child Development Unit. This transfer will fund a projected deficit in the Benefit line item in this account. The projected deficit in the Benefit item is due to the class line being under budgeted and the benefit sweep took more funds than were available. Source of funds: 100% Federal (CCDF).

BUREAU OF ELDERLY AND ADULT SERVICES (BEAS)

05-95-048-481010-78720000
ELDERLY-ADULT SERVICES, ADM ON AGING GRANTS

Funding in this accounting unit represents costs associated with the administration and oversight of grants received from the Administration on Aging. Funds are needed in Class 060 (Benefits) to satisfy deficits caused by the transfer of position from this accounting unit. Source of Funds: 63.23% General and 36.77% Federal.

05-95-048-481510-78560000
ELDERLY-ADULT SERVICES, Medicaid Administration

Funding in this accounting unit represents costs associated with the administration of Elderly and Adult Medicaid and Medicaid Waiver services. Funds are needed in Class 060 (Benefits) to satisfy a projected deficit. Source of Funds: 50% General and 50% Other.

BUREAU OF BEHAVIORAL HEALTH

05-95-092-920010-78770000
BEHAVIORAL HEALTH, OFFICE OF DIRECTOR

Funding in this organization represents costs associated with the BBH Director's Office. Funds are needed in Class 060 (Benefits) to satisfy a projected deficit. Source of Funds: 82% General, 18% Federal.

BUREAU OF DEVELOPMENT SERVICES

05-95-093-930010-71640000
DEVELOPMENTAL SERVICES, NH DESIGNATED RECEIVING FACILITY

Funding in this accounting unit represents costs associated with the operation of the Designated Receiving Facility in Laconia. Funds are needed in Class 060 (Benefits) to satisfy a projected deficit. Source of Funds: 100% General.

05-95-093-930010-78580000
DEVELOPMENTAL SERVICES, SOCIAL SERVICES BLOCK GRANT

Funding in this accounting unit represents costs associated with management of the Partners In Health program funded by the Social Services Block Grant. Funds are needed in Class 060 (Benefits) to satisfy a projected deficit. Source of Funds: 100% Federal.

NEW HAMPSHIRE HOSPITAL

05-95-094-940010-84000000
ADMINISTRATION

Funding in this organization represents costs associated with the administration of New Hampshire Hospital. Funds are available for transfer as the projected expenses are less than the current adjusted authorized. Source of Funds: 100% General.

OFFICE OF THE COMMISSIONER

05-95-095-950010-50250000
Employee Assistance Program

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. Funds are required in benefits (class 060) because actual costs exceed the adjusted authorized for currently filled positions. Source of funds for this transfer reflect the anticipated federal revenues from cost allocation earnings.

OFFICE OF ADMINISTRATION

05-95--095-950010-56870000
DHHS District Office

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 Funds are required in benefits (class 060) because actual costs exceed the adjusted authorized for currently filled positions. Source of funds for this transfer reflect the anticipated federal revenues from cost allocation earnings.

OFFICE OF INFORMATION SERVICES

05-95-095-954010-59520000
Office of Information Services

Funding in this organization represents costs associated with the operations of the Department of Health and Human Service's Office of Information Services. This transfer will fund a deficit in Class 060, Benefits, due to the transfer of positions.
Source of Funds: 40% Federal Funds and 60% General Funds.

DIVISION OF COMMUNITY BASED CARE SERVICES

05-95-095-958310-71770000
DCBCS BHHS, EMERGENCY SHELTERS

Funding in this accounting unit represents costs associated with the Bureau of Homeless and Housing Services. Funds are needed in Class 060 (Benefits) due to the transfer of a position out of the accounting unit and the retirement of a long-term state employee. Source of Funds: 100% General

BUREAU OF DRUG & ALCOHOL SERVICES

05-95-095-958410-13870000
DCBCS TREATMENT AND PREVENTION, TREATMENT – PREVENTION STATE

Funding in this organization represents costs associated with the Prevention Services unit within the Bureau of Drug & Alcohol Services. Funds are needed in Class 060 (Benefits) due to a reallocation of staff salaries and benefits to align with the different program areas within the Bureau. Source of Funds: 100% General.

05-95-095-958410-30790000
DCBCS TREATMENT AND PREVENTION, TREATMENT-PREVENTION-DIRECTORS

Funding in this organization represents costs associated with the Director's office, Business & Financial and Resource and Development units within the Bureau of Drug & Alcohol Services. Funds are needed in Class 060 (Benefits) to satisfy a projected deficit due to a reallocation of staff salaries and benefits to align with the different program areas within the Bureau. Source of Funds: 100% General.

05-95-095-958410-53650000
DCBCS, TREATMENT AND PREVENTION, ALCOHOL AND OTHER DRUG TREATMENT

Funding in this organization represents costs associated with Clinical Services unit within the Bureau of Drug & Alcohol Services. Funds are needed in Class 060 (Benefits) to satisfy a projected deficit due to a reallocation of staff salaries and benefits to align with the different program areas within the Bureau. Source of Funds: 100% Federal.

05-95-095-958410-53690000
DCBCS, TREATMENT AND PREVENTION, ALCOHOL EDUCATION

Funding in this organization represents costs associated with the Impaired Driver Services unit within the Bureau of Drug & Alcohol Services. Funds are needed in Class 060 (Benefits) to satisfy a deficit due to higher than anticipated costs. Source of Funds: 100% Other.

05-95-095-958410-59570000
DCBCS, TREATMENT AND PREVENTION, SAMHSA Grants

Funding in this organization represents costs associated with the Access to Recovery grant within the Bureau of Drug & Alcohol Services. Funds are needed in Class 060 (Benefits) to satisfy a deficit due to higher than anticipated costs. Source of Funds: 100% Federal.