



State of New Hampshire

DEPARTMENT OF SAFETY
 JAMES H. HAYES BLDG. 33 HAZEN DR.
 CONCORD, N.H. 03305
 (603) 271-2791

ROBERT L. QUINN
 COMMISSIONER OF
 SAFETY

January 5, 2021

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 State House
 Concord, New Hampshire 03301.

Requested Action

Pursuant to the provisions of Administrative Rule 316.13(a)(5), the Department of Safety, Division of State Police, requests authorization to pay overtime in the amount of \$205,000.00 from class 10 appropriations for permanent personnel for overtime hours worked for positions that are vacant due to illness, extended leaves of absence, or pending recruitment at the Detective Bureau. The \$205,000.00 represents the estimate of additional funds needed for the remainder of SFY 2021. Effective upon Governor and Council approval through June 30, 2021. Funding Source: 85.5% General Funds, 14.5% Agency.

Explanation

The requested overtime expenditures from Class 10, Personnel Services accounts, represent payments made to permanent personnel for overtime hours worked on a number of complex and time-sensitive homicides, suspicious deaths, and narcotics investigations during critical vacancies due to sickness, extended leaves of absence, or pending recruitments. The Department of Safety, Division of State Police, Detective Bureau, requests an overtime transfer for actual expenditures not to exceed \$205,000.00.

In SFY 2019 the Major Crime Unit responded to 131 calls for service, this included full call-outs for 21 homicides and five (5) officer-involved shootings. The remainder of the calls for service were other death investigations (22), assaults, violent felonies, sexual assaults, drug/firearms offenses, prison escapes, and miscellaneous outside agency requests for assistance (83).

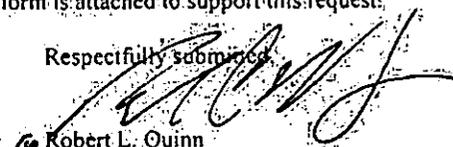
In SFY 2020 the Major Crime Unit responded to 70 calls for service, this included full call-outs for nine (9) homicides and five (5) officer-involved shootings. The remainder of the calls for service were other death investigations (24), assaults, violent felonies, sexual assaults, drug/firearms offenses, prison escapes, and miscellaneous outside agency requests for assistance (32).

In SFY 2021 to date, the Major Crime Unit responded to 46 calls for service, this included full call-outs for five (5) homicides and two (2) officer-involved shootings. The remainder of the calls for service were other death investigations (8), assaults, violent felonies, sexual assaults, drug/firearms offenses, prison escapes, and miscellaneous outside agency requests for assistance (31).

The Department of Safety, Division of State Police, Detective Bureau, spent \$622,983.04 in overtime expenses in SFY 2019 and \$560,492.58 in SFY 2020. Overtime expenses to date for SFY 2021 are \$318,936.05. The above requested action will cover the expenses incurred for SFY 2021, and any additional expenditure for the remainder of SFY 2021 through June 3, 2021 based on the complexity of the homicide cases currently being worked as well as an increase in narcotics investigations. Additional transfers may be necessary based on future demand for services.

This request is made in accordance with applicable law. The A-29 form is attached to support this request.

Respectfully submitted,


 Robert L. Quinn
 Commissioner of Safety

Expenditure Request-Overtime Permanent Personnel Services

Department: Safety

Date: January 2, 2021

Division of Expenditure Request:
Detectives

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
8	\$ 205,936	\$ -

Estimated Vacant Positions: Number
8

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Executive Secretary	1	\$ 16,820
State Police Lieutenant	1	\$ 32,460
State Police Sergeant	2	\$ 37,043
State Police Trooper	4	\$ 119,613
Total:		\$ 205,936

Reasons for Vacant Positions: Pending Recruitment and Leaves of Absence

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
02-23-23-234010-54120000-010-500100	02-23-23-234010-54120000-018-500106	\$ 205,000

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor Melanie Carragher 1/5/2021
 for the
 Director of Personnel Michael Moranti 1/5/2021
 Comptroller Dana Call 1/5/2021

State of NH, DOS

Eligible Salary

**Estimated Unexpended Wages for Detective Positions
vacant during the period June 5, 2020 through December 31, 2020
DOS**

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
10705	Executive Secretary	5412	11	06/05/20	12/31/20	210	29,153	112.13	18,820	Pending Recruitment
10723	State Police Lieutenant	5412	27	07/22/20	12/31/20	183	72,488	278.80	32,460	Pending Recruitment
10839	State Police Sergeant	5412	26	07/10/20	12/31/20	175	67,122	258.16	32,270	Pending Recruitment
41957	State Police Sergeant	5412	21	11/30/20	12/31/20	32	54,288	208.80	4,773	Pending Recruitment
16721	State Police Trooper	5412	21	06/05/20	12/31/20	210	54,288	208.80	31,320	Pending Recruitment
41175	State Police Trooper	5412	21	06/15/20	12/31/20	200	54,288	208.80	29,829	Pending Recruitment
41177	State Police Trooper	5412	21	06/05/20	12/31/20	210	54,288	208.80	31,320	Pending Recruitment
10841	State Police Trooper	5412	21	07/03/20	12/31/20	182	54,288	208.80	27,144	Pending Recruitment
Unexpended Salary Balance									205,938	
(less) Overtime Transfer									(205,000)	
5412 Total									938	
Grand Total									938	

NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES

Adm 316.11 Check the Monthly Computer Statements. Upon receipt of all regular computer monthly statements, please immediately check these statements with your records, and notify the bureau of accounting of any differences on the "Green Sheet" or Form A-2 "Report of Appropriation Over Expenditure".

Source. #2235, eff 12-30-82

Adm 316.12 Workmen's Compensation. Authority for the commissioner to pay such sums as may be awarded under chapter 281 to employees from legislative appropriations and if sufficient funds are not appropriated the governor may draw his warrant on funds not otherwise appropriated provided that payments made to employees paid from the highway fund, the fish and game fund, or special fund shall be a charge against the appropriate fund and that payment made to employees from other funds shall be a charge upon the general fund.

Adm 316.13 Policy Governing Vacant Permanent Positions.

(a) Charges to Permanent Personnel Services or use of the Salary Adjustment Fund to cover vacant positions shall be subject to the following rules and regulations:

(1) Limited to vacant positions due to sick leave, extended leave of absence, or pending recruitment.

(2) Limited to temporary employees only.

(3) Recruitment shall be made by a temporary C&D form approved by the department of personnel at a rate of compensation to be determined by personnel.

(4) Manifest for payment shall be substantiated by an attached identification by position number of the vacant positions so covered.

→ (5) Payment of overtime to cover vacant positions due to sick leave, extended leave of absence, or pending recruitment shall be subject to prior approval by the governor and council. Form A-29. (See Appendix A)

PART Adm 317 PREPARATION AND SUBMISSION OF ANNUAL REPORTS

Adm 317.01 General Requirements. The purpose of this section is to provide the governor and council with agency annual reports.

1. All agencies, as listed below, shall submit their annual reports on the dates and times indicated thereon (white paper, size 8 1/2 x 11, if not commercially printed).
2. Reports shall cover periods ending on June 30 and biennial reports shall cover periods ending in odd numbered years.