



**STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION**

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Helen E. Hanks
Commissioner

Robin H. Maddaus
Director

December 9, 2020

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

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

REQUESTED ACTION

Pursuant to the provisions of Chapter 346:46 Laws of 2019, the New Hampshire Department of Corrections respectfully requests permission to transfer \$3,990,802 among accounts listed on the attached detailed exhibit to reallocate appropriations and cover overtime shortfalls effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2021. 100% General Funds.

Transfers are to occur from and within accounts listed on the attached detailed exhibits as follows:

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02-46-46-460010-59280000 Business Information Unit				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 495,550	\$ (71,349)	\$ 424,201
020-500200	Current Expenses	\$ 258		\$ 258
039-500188	Telecommunications	\$ 3,191		\$ 3,191
060-500602	Benefits	\$ 221,516	\$ (41,611)	\$ 179,905
070-500704	In-State Travel Reimbursement	\$ 469		\$ 469
103-502664	Contracts for Operational Services	\$ 120		\$ 120
	Total	\$ 721,104	\$ (112,960)	\$ 608,144
	REVENUES			
	Total General Funds	\$ 721,104	\$ (112,960)	\$ 608,144

02-46-46-460010-71010000 Commissioner's Office				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 205,215	\$ (27,966)	\$ 177,249
011-500126	Personal Services - Unclassified	\$ 139,607		\$ 139,607
012-500128	Personal Services - Unclassified	\$ 131,357		\$ 131,357
020-500200	Current Expenses	\$ 17,398		\$ 17,398
022-500255	Rents - Leases Other Than State	\$ 1,966		\$ 1,966
026-500251	Organizational Dues	\$ 6,155		\$ 6,155
028-500292	Transfers to General Services	\$ 395,965		\$ 395,965
030-500331	Equipment New/Replacement	\$ 394,383		\$ 394,383
039-500188	Telecommunications	\$ 17,372		\$ 17,372
057-500531	Books Periodicals Subscriptions	\$ 965		\$ 965
060-500602	Benefits	\$ 245,177	\$ (12,112)	\$ 233,065
066-500546	Employee Training	\$ 18,255		\$ 18,255
070-500704	In-State Travel Reimbursement	\$ 2,929		\$ 2,929
080-500714	Out of State Travel	\$ 1,872		\$ 1,872
089-501543	Transfer to DAS Maint Fund	\$ 26,745		\$ 26,745
103-502664	Contracts for Operational Services	\$ 82		\$ 82
211-500757	Catastrophic Casualty Insurance	\$ 21,827		\$ 21,827
	Total	\$ 1,627,270	\$ (40,078)	\$ 1,587,192
	REVENUES			
	Total General Funds	\$ 1,627,270	\$ (40,078)	\$ 1,587,192

02-46-46-460010-83010000 Human Resources				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 629,768		\$ 629,768
020-500200	Current Expenses	\$ 28,190		\$ 28,190
022-500255	Rents - Leases Other than State	\$ 1,561		\$ 1,561
024-500225	Maint Other Than Build-Grn	\$ 3,600		\$ 3,600
030-500331	Equipment New/Replacement	\$ 2,648		\$ 2,648
039-500188	Telecommunications	\$ 5,805		\$ 5,805
050-500109	Personal Service-Temp/Appointed	\$ 101,196		\$ 101,196
060-500602	Benefits	\$ 422,779	\$ (8,678)	\$ 414,101
070-500704	In-State Travel Reimbursement	\$ 1,242		\$ 1,242
101-500729	Medical Payments to Providers	\$ 17,588		\$ 17,588
102-500731	Contracts for Program Services	\$ 217,998		\$ 217,998
103-502664	Contracts for Operational Services	\$ 111		\$ 111
	Total	\$ 1,432,486	\$ (8,678)	\$ 1,423,808
	REVENUES			
	Total General Funds	\$ 1,432,486	\$ (8,678)	\$ 1,423,808

02-46-46-461010-83000000 Financial Services				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,009,843	\$ (55,997)	\$ 953,846
011-500126	Personal Services - Unclassified	\$ 108,449		\$ 108,449
018-500106	Overtime	\$ 14,060		\$ 14,060
020-500200	Current Expenses	\$ 2,988		\$ 2,988
022-500255	Rents - Leases Other than State	\$ 3,119		\$ 3,119
027-582703	Transfers to DoIT	\$ 4,008,752		\$ 4,008,752
030-500331	Equipment New/Replacement	\$ 500		\$ 500
039-500188	Telecommunications	\$ 91,508		\$ 91,508
050-500109	Personal Service-Temp/Appointed	\$ 77,240		\$ 77,240
060-500602	Benefits	\$ 568,722	\$ (20,695)	\$ 548,027
070-500704	In-State Travel Reimbursement	\$ 286		\$ 286
103-502664	Contracts for Operational Services	\$ 180		\$ 180
	Total	\$ 5,885,647	\$ (76,692)	\$ 5,808,955
	REVENUES			
	Total General Funds	\$ 5,885,647	\$ (76,692)	\$ 5,808,955

02-46-46-461510-55410000 Classifications & Offender Records				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 694,341	\$ (11,735)	\$ 682,606
018-500106	Overtime	\$ 100		\$ 100
020-500200	Current Expenses	\$ 1,336		\$ 1,336
022-500255	Rents - Leases Other than State	\$ 3,604		\$ 3,604
030-500331	Equipment New/Replacement	\$ 400		\$ 400
039-500188	Telecommunications	\$ 2,994		\$ 2,994
060-500602	Benefits	\$ 402,785		\$ 402,785
103-502664	Contracts for Operational Services	\$ 757		\$ 757
	Total	\$ 1,106,317	\$ (11,735)	\$ 1,094,582
	REVENUES			
	Total General Funds	\$ 1,106,317	\$ (11,735)	\$ 1,094,582

02-46-46-462510-59290000 Professional Standards				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,173,903	\$ (25,995)	\$ 1,147,908
011-500126	Personal Services - Unclassified	\$ 100,160		\$ 100,160
018-500106	Overtime	\$ 33,527	\$ 25,995	\$ 59,522
019-500105	Holiday Pay	\$ 859		\$ 859
020-500200	Current Expenses	\$ 16,187		\$ 16,187
022-500255	Rents - Leases Other than State	\$ 1,524		\$ 1,524
030-500331	Equipment New/Replacement	\$ 10,580		\$ 10,580
039-500188	Telecommunications	\$ 8,793		\$ 8,793
050-500109	Personal Service-Temp/Appointed	\$ 156,621		\$ 156,621
057-500531	Books Periodicals Subscriptions	\$ 398		\$ 398
060-500602	Benefits	\$ 808,484		\$ 808,484
066-500546	Employee Training	\$ 9,750		\$ 9,750
070-500704	In-State Travel Reimbursement	\$ 18,741		\$ 18,741
080-500714	Out of State Travel	\$ 967		\$ 967
102-500731	Contracts for Program Services	\$ 15,000		\$ 15,000
103-502664	Contracts for Operational Services	\$ 186		\$ 186
	Total	\$ 2,355,680	\$ -	\$ 2,355,680
	REVENUES			
	Total General Funds	\$ 2,355,680	\$ -	\$ 2,355,680

02-46-46-463510-33720000 NH State Prison for Men				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 13,569,557	\$ (1,262,342)	\$ 12,307,215
011-500126	Personal Services - Unclassified	\$ 125,480		\$ 125,480
018-500106	Overtime	\$ 3,375,304	\$ 2,076,019	\$ 5,451,323
019-500105	Holiday Pay	\$ 474,566		\$ 474,566
020-500200	Current Expenses	\$ 136,724		\$ 136,724
022-500255	Rents - Leases Other than State	\$ 19,146		\$ 19,146
023-500291	Heat-Electricity-Water	\$ 2,652,784		\$ 2,652,784
024-500225	Maint Other Than Build-Grn	\$ 8,850		\$ 8,850
030-500331	Equipment New/Replacement	\$ 59,673		\$ 59,673
039-500188	Telecommunications	\$ 40,440		\$ 40,440
050-500109	Personal Service-Temp/Appointed	\$ 382,701		\$ 382,701
060-500602	Benefits	\$ 10,371,498		\$ 10,371,498
068-500565	Remuneration	\$ 518,430		\$ 518,430
070-500704	In-State Travel Reimbursement	\$ 110,988		\$ 110,988
103-502664	Contracts for Operational Services	\$ 47,769		\$ 47,769
242-500787	Transportation of Inmates	\$ 100		\$ 100
	Total	\$ 31,894,010	\$ 813,677	\$ 32,707,687
	REVENUES			
	Total General Funds	\$ 31,894,010	\$ 813,677	\$ 32,707,687

02-46-46-463510-33730000 Northern NH Correctional Fclty				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 6,888,633	\$ (561,604)	\$ 6,327,029
011-500126	Personal Services - Unclassified	\$ 89,844		\$ 89,844
018-500106	Overtime	\$ 1,404,246	\$ 561,604	\$ 1,965,850
019-500105	Holiday Pay	\$ 171,029		\$ 171,029
020-500200	Current Expenses	\$ 64,946		\$ 64,946
022-500255	Rents - Leases Other than State	\$ 2,993		\$ 2,993
023-500291	Heat-Electricity-Water	\$ 1,155,503		\$ 1,155,503
024-500225	Maint Other Than Build-Grn	\$ 17,901		\$ 17,901
030-500331	Equipment New/Replacement	\$ 18,799		\$ 18,799
039-500188	Telecommunications	\$ 44,480		\$ 44,480
050-500109	Personal Service-Temp/Appointed	\$ 151,760		\$ 151,760
060-500602	Benefits	\$ 5,231,356		\$ 5,231,356
068-500565	Remuneration	\$ 254,701		\$ 254,701
070-500704	In-State Travel Reimbursement	\$ 86,230		\$ 86,230
102-500731	Contracts for Program Services	\$ 50,632		\$ 50,632
103-502664	Contracts for Operational Services	\$ 23,765		\$ 23,765
	Total	\$ 15,656,818	\$ -	\$ 15,656,818
	REVENUES			
	Total General Funds	\$ 15,656,818	\$ -	\$ 15,656,818

02-46-46-463510-33740000 NHSP/W - Prison for Women				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 3,999,640	\$ (668,367)	\$ 3,331,273
011-500126	Personal Services - Unclassified	\$ 109,649		\$ 109,649
018-500106	Overtime	\$ 357,192	\$ 668,367	\$ 1,025,559
019-500105	Holiday Pay	\$ 62,167		\$ 62,167
020-500200	Current Expenses	\$ 48,280		\$ 48,280
022-500255	Rents - Leases Other than State	\$ 4,258		\$ 4,258
023-500291	Heat-Electricity-Water	\$ 611,219		\$ 611,219
024-500225	Maint Other Than Build-Grn	\$ 1,072		\$ 1,072
030-500331	Equipment New/Replacement	\$ 4,969		\$ 4,969
039-500188	Telecommunications	\$ 25,546		\$ 25,546
050-500109	Personal Service-Temp/Appointed	\$ 161,657		\$ 161,657
060-500602	Benefits	\$ 2,688,658		\$ 2,688,658
068-500565	Remuneration	\$ 88,516		\$ 88,516
070-500704	In-State Travel Reimbursement	\$ 12,637		\$ 12,637
102-500731	Contracts for Program Services	\$ 135,798		\$ 135,798
103-502664	Contracts for Operational Services	\$ 11,918		\$ 11,918
	Total	\$ 8,323,176	\$ -	\$ 8,323,176
	REVENUES			
	Total General Funds	\$ 8,323,176	\$ -	\$ 8,323,176

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02-46-46-464010-83020000 District Offices				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 6,186,905	\$ (40,193)	\$ 6,146,712
011-500126	Personal Services - Unclassified	\$ 109,650		\$ 109,650
018-500106	Overtime	\$ 2,398		\$ 2,398
019-500105	Holiday Pay	\$ 300		\$ 300
020-500200	Current Expenses	\$ 96,354		\$ 96,354
022-500255	Rents - Leases Other than State	\$ 402,212		\$ 402,212
023-500291	Heat-Electricity-Water	\$ 13,659		\$ 13,659
024-500225	Maint Other Than Build-Grn	\$ 386		\$ 386
028-582814	Transfers to General Services	\$ 19,523		\$ 19,523
030-500331	Equipment New/Replacement	\$ 18,965		\$ 18,965
039-500188	Telecommunications	\$ 114,640		\$ 114,640
048-500226	Contractual Maint Build-Grn	\$ 27,990		\$ 27,990
050-500109	Personal Service-Temp/Appointed	\$ 23,027		\$ 23,027
057-500531	Books Periodicals Subscriptions	\$ 2,449		\$ 2,449
060-500602	Benefits	\$ 3,906,608	\$ (91,033)	\$ 3,815,575
068-500565	Remuneration	\$ 1,500		\$ 1,500
070-500704	In-State Travel Reimbursement	\$ 99,248		\$ 99,248
080-500714	Out of State Travel	\$ 100		\$ 100
089-501543	Transfer to DAS Maint Fund	\$ 1,221		\$ 1,221
102-500731	Contracts for Program Services	\$ 66,562		\$ 66,562
103-502664	Contracts for Operational Services	\$ 3,769		\$ 3,769
	Total	\$ 11,097,466	\$ (131,226)	\$ 10,966,240
	REVENUES			
	Total General Funds	\$ 11,097,466	\$ (131,226)	\$ 10,966,240

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02-46-46-464510-41060000 Concord Transitional Work Ctr				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 744,213	\$ (30,953)	\$ 713,260
018-500106	Overtime	\$ 102,382	\$ 30,953	\$ 133,335
019-500105	Holiday Pay	\$ 21,948		\$ 21,948
020-500200	Current Expenses	\$ 5,244		\$ 5,244
022-500255	Rents - Leases Other than State	\$ 1,815		\$ 1,815
024-500225	Maint Other Than Build-Grn	\$ 62,456		\$ 62,456
023-500291	Heat-Electricity-Water	\$ 528		\$ 528
030-500331	Equipment New/Replacement	\$ 5,409		\$ 5,409
039-500188	Telecommunications	\$ 2,688		\$ 2,688
050-500109	Personal Service-Temp/Appointed	\$ 26,732		\$ 26,732
060-500602	Benefits	\$ 549,769		\$ 549,769
068-500565	Remuneration	\$ 111,492		\$ 111,492
070-500704	In-State Travel Reimbursement	\$ 82		\$ 82
103-502664	Contracts for Operational Services	\$ 15,010		\$ 15,010
	Total	\$ 1,649,768	\$ -	\$ 1,649,768
	REVENUES			
	Total General Funds	\$ 1,649,768	\$ -	\$ 1,649,768

02-46-46-464510-51720000 Shea Farm				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 665,220	\$ (62,891)	\$ 602,329
018-500106	Overtime	\$ 56,548	\$ 62,891	\$ 119,439
019-500105	Holiday Pay	\$ 11,955		\$ 11,955
020-500200	Current Expenses	\$ 4,393		\$ 4,393
022-500255	Rents - Leases Other than State	\$ 1,688		\$ 1,688
023-500291	Heat-Electricity-Water	\$ 38,127		\$ 38,127
024-500225	Maint Other Than Build-Grn	\$ 264		\$ 264
030-500331	Equipment New/Replacement	\$ 1,203		\$ 1,203
039-500188	Telecommunications	\$ 4,891		\$ 4,891
060-500602	Benefits	\$ 467,027		\$ 467,027
070-500704	In-State Travel Reimbursement	\$ 2,057		\$ 2,057
103-502664	Contracts for Operational Services	\$ 2,755		\$ 2,755
	Total	\$ 1,256,128	\$ -	\$ 1,256,128
	REVENUES			
	Total General Funds	\$ 1,256,128	\$ -	\$ 1,256,128

02-46-46-464510-60430000 Community Corrections				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 577,599	\$ (12,156)	\$ 565,443
011-500126	Personal Services - Unclassified	\$ 108,449		\$ 108,449
020-500200	Current Expenses	\$ 1,599		\$ 1,599
030-500331	Equipment New/Replacement	\$ 7,959		\$ 7,959
039-500188	Telecommunications	\$ 1,756		\$ 1,756
060-500602	Benefits	\$ 397,734	\$ (8,271)	\$ 389,463
068-500565	Remuneration	\$ 6,339		\$ 6,339
070-500704	In-State Travel Reimbursement	\$ 3,680		\$ 3,680
	Total	\$ 1,105,115	\$ (20,427)	\$ 1,084,688
	REVENUES			
	Total General Funds	\$ 1,105,115	\$ (20,427)	\$ 1,084,688

02-46-46-464510-71070000 North End House				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 376,816	\$ (23,553)	\$ 353,263
018-500106	Overtime	\$ 30,812	\$ 23,553	\$ 54,365
019-500105	Holiday Pay	\$ 10,738		\$ 10,738
020-500200	Current Expenses	\$ 3,710		\$ 3,710
022-500255	Rents - Leases Other than State	\$ 1,688		\$ 1,688
023-500291	Heat-Electricity-Water	\$ 41,319		\$ 41,319
024-500225	Maint Other Than Build-Grn	\$ 452		\$ 452
030-500331	Equipment New/Replacement	\$ 1,203		\$ 1,203
039-500188	Telecommunications	\$ 3,916		\$ 3,916
060-500602	Benefits	\$ 292,658		\$ 292,658
070-500704	In State Travel Reimbursement	\$ 51		\$ 51
	Total	\$ 763,363	\$ -	\$ 763,363
	REVENUES			
	Total General Funds	\$ 763,363	\$ -	\$ 763,363

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02-46-46-464510-78740000 Calumet House				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 663,834	\$ (24,192)	\$ 639,642
018-500106	Overtime	\$ 98,143	\$ 24,192	\$ 122,335
019-500105	Holiday Pay	\$ 17,943		\$ 17,943
020-500200	Current Expenses	\$ 3,279		\$ 3,279
022-500255	Rents - Leases Other than State	\$ 1,688		\$ 1,688
023-500291	Heat-Electricity-Water	\$ 55,255		\$ 55,255
024-500225	Maint Other Than Build-Grn	\$ 296		\$ 296
030-500331	Equipment New/Replacement	\$ 5,096		\$ 5,096
039-500188	Telecommunications	\$ 3,852		\$ 3,852
060-500602	Benefits	\$ 425,330		\$ 425,330
070-500704	In-State Travel Reimbursement	\$ 4,551		\$ 4,551
103-502664	Contracts for Operational Services	\$ 5,081		\$ 5,081
	Total	\$ 1,284,348	\$ -	\$ 1,284,348
	REVENUES			
	Total General Funds	\$ 1,284,348	\$ -	\$ 1,284,348

02-46-46-465010-58330000 Secure Psychiatric Unit				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 2,114,152	\$ (143,815)	\$ 1,970,337
018-500106	Overtime	\$ 325,735	\$ 143,815	\$ 469,550
019-500105	Holiday Pay	\$ 51,054		\$ 51,054
020-500200	Current Expenses	\$ 32,278		\$ 32,278
022-500255	Rents - Leases Other than State	\$ 2,093		\$ 2,093
024-500225	Maint Other Than Build-Grn	\$ 990		\$ 990
030-500331	Equipment New/Replacement	\$ 19,044		\$ 19,044
039-500188	Telecommunications	\$ 6,372		\$ 6,372
050-500109	Personal Service-Temp/Appointed	\$ 60,704		\$ 60,704
060-500602	Benefits	\$ 1,432,077		\$ 1,432,077
068-500565	Remuneration	\$ 44,193		\$ 44,193
070-500704	In-State Travel Reimbursement	\$ 2,037		\$ 2,037
101-500730	Medical Payments to Providers	\$ 56,655		\$ 56,655
103-502664	Contracts for Operational Services	\$ 2,803		\$ 2,803
	Total	\$ 4,150,187	\$ -	\$ 4,150,187
	REVENUES			
	Total General Funds	\$ 4,150,187	\$ -	\$ 4,150,187

02-46-46-465010-82310000 Mental Health				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,510,851	\$ (185,966)	\$ 1,324,885
018-500106	Overtime	\$ 400		\$ 400
020-500200	Current Expenses	\$ 6,928		\$ 6,928
022-500255	Rents - Leases Other than State	\$ 2,148		\$ 2,148
030-500331	Equipment New/Replacement	\$ 14,675		\$ 14,675
039-500188	Telecommunications	\$ 3,320		\$ 3,320
049-584995	Transfer to Other State Agencies	\$ 28,330		\$ 28,330
057-500531	Books Periodicals Subscriptions	\$ 9,200		\$ 9,200
060-500602	Benefits	\$ 878,959	\$ (114,124)	\$ 764,835
070-500704	In State Travel Reimbursement	\$ 1,427		\$ 1,427
101-500730	Medical Payments to Providers	\$ 7,033,907		\$ 7,033,907
103-502664	Contracts for Operational Services	\$ 100		\$ 100
	Total	\$ 9,490,245	\$ (300,090)	\$ 9,190,155
	REVENUES			
	Total General Funds	\$ 9,490,245	\$ (300,090)	\$ 9,190,155

02-46-46-465010-82340000 Medical - Dental				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 4,545,479	\$ (231,407)	\$ 4,314,072
012-500128	Personal Services - Unclassified	\$ 117,806		\$ 117,806
018-500106	Overtime	\$ 130,490	\$ 231,407	\$ 361,897
019-500105	Holiday Pay	\$ 63,285		\$ 63,285
020-500200	Current Expenses	\$ 218,087		\$ 218,087
022-500255	Rents - Leases Other than State	\$ 4,804		\$ 4,804
030-500331	Equipment New/Replacement	\$ 131,093		\$ 131,093
039-500188	Telecommunications	\$ 23,382		\$ 23,382
050-500109	Personal Service-Temp/Appointed	\$ 94,521		\$ 94,521
057-500531	Books Periodicals Subscriptions	\$ 199		\$ 199
060-500602	Benefits	\$ 2,599,084		\$ 2,599,084
070-500704	In State Travel Reimbursement	\$ 5,580		\$ 5,580
101-500729	Medical Payments to Providers	\$ 7,993,294		\$ 7,993,294
102-500731	Contracts for Program Services	\$ 31,099		\$ 31,099
103-502664	Medical Payments to Providers	\$ 4,092		\$ 4,092
230-500765	Interpreter Services	\$ 828		\$ 828
	Total	\$ 15,963,123	\$ -	\$ 15,963,123
	REVENUES			
	Total General Funds	\$ 15,963,123	\$ -	\$ 15,963,123

02-46-46-465010-82350000 Residential Treatment Program				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,683,899	\$ (28,609)	\$ 1,655,290
018-500106	Overtime	\$ 182,502	\$ 48,157	\$ 230,659
019-500105	Holiday Pay	\$ 31,782		\$ 31,782
020-500200	Current Expenses	\$ 18,325		\$ 18,325
030-500331	Equipment New/Replacement	\$ 3,079		\$ 3,079
039-500188	Telecommunications	\$ 6,511		\$ 6,511
060-500602	Benefits	\$ 1,165,245	\$ (19,548)	\$ 1,145,697
070-500704	In State Travel Reimbursement	\$ 1,930		\$ 1,930
103-502664	Contracts for Operational Services	\$ 567		\$ 567
	Total	\$ 3,093,840	\$ -	\$ 3,093,840
	REVENUES			
	Total General Funds	\$ 3,093,840	\$ -	\$ 3,093,840

02-46-46-465010-82360000 Pharmacy				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 697,438	\$ (19,024)	\$ 678,414
018-500106	Overtime	\$ 4,292		\$ 4,292
019-500105	Holiday Pay	\$ 7,374		\$ 7,374
020-500200	Current Expenses	\$ 31,485		\$ 31,485
022-500255	Rents - Leases Other than State	\$ 243,540		\$ 243,540
039-500188	Telecommunications	\$ 2,248		\$ 2,248
060-500602	Benefits	\$ 314,224	\$ (20,331)	\$ 293,893
070-500704	In-State Travel Reimbursement	\$ 260		\$ 260
100-500726	Prescription Drug Expenses	\$ 4,031,117		\$ 4,031,117
103-502664	Contracts for Operational Services	\$ 406		\$ 406
	Total	\$ 5,332,384	\$ (39,355)	\$ 5,293,029
	REVENUES			
	Total General Funds	\$ 5,332,384	\$ (39,355)	\$ 5,293,029

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02-46-46-465510-66320000 Maintenance				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,236,995	\$ (35,286)	\$ 1,201,709
018-500106	Overtime	\$ 25,820	\$ 35,286	\$ 61,106
019-500105	Holiday Pay	\$ 6,404		\$ 6,404
020-500200	Current Expenses	\$ 76,627		\$ 76,627
022-500255	Rents - Leases Other than State	\$ 2,388		\$ 2,388
024-500225	Maint Other Than Build-Grn	\$ 86,517		\$ 86,517
039-500188	Telecommunications	\$ 4,133		\$ 4,133
047-500240	Own Forces Maint Build-Grn	\$ 211,002		\$ 211,002
048-500226	Contractual Maint Build-Grn	\$ 442,269		\$ 442,269
050-500109	Personal Service-Temp/Appointed	\$ 26,797		\$ 26,797
060-500602	Benefits	\$ 734,036		\$ 734,036
070-500704	In-State Travel Reimbursement	\$ 20,587		\$ 20,587
	Total	\$ 2,873,575	\$ -	\$ 2,873,575
	REVENUES			
	Total General Funds	\$ 2,873,575	\$ -	\$ 2,873,575

02-46-46-465510-66340000 Kitchen				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 961,038	\$ (58,563)	\$ 902,475
018-500106	Overtime	\$ 28,951	\$ 58,563	\$ 87,514
019-500105	Holiday Pay	\$ 27,732		\$ 27,732
020-500200	Current Expenses	\$ 92,801		\$ 92,801
021-500211	Food Institutions	\$ 2,762,618		\$ 2,762,618
022-500255	Rents - Leases Other than State	\$ 480		\$ 480
030-500331	Equipment New/Replacement	\$ 114,094		\$ 114,094
039-500188	Telecommunications	\$ 1,232		\$ 1,232
060-500602	Benefits	\$ 714,835		\$ 714,835
	Total	\$ 4,703,781	\$ -	\$ 4,703,781
	REVENUES			
	Total General Funds	\$ 4,703,781	\$ -	\$ 4,703,781

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02-46-46-469010-82320000 Programs				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 3,727,730		\$ 3,727,730
018-500106	Overtime	\$ 498		\$ 498
019-500105	Holiday Pay	\$ 522		\$ 522
020-500200	Current Expenses	\$ 9,478		\$ 9,478
022-500255	Rents - Leases Other than State	\$ 6,471		\$ 6,471
023-500291	Heat-Electricity-Water	\$ 1,725		\$ 1,725
030-500331	Equipment New/Replacement	\$ 400		\$ 400
039-500188	Telecommunications	\$ 12,021		\$ 12,021
050-500109	Personal Service-Temp/Appointed	\$ 31,463		\$ 31,463
057-500531	Books Periodicals Subscriptions	\$ 499		\$ 499
060-500602	Benefits	\$ 2,441,555	\$ (72,436)	\$ 2,369,119
070-500704	In-State Travel Reimbursement	\$ 1,330		\$ 1,330
102-500731	Contract for Program Services	\$ 2,500		\$ 2,500
230-500765	Interpreter Services	\$ 448		\$ 448
	Total	\$ 6,236,640	\$ (72,436)	\$ 6,164,204
	REVENUES			
	Total General Funds	\$ 6,236,640	\$ (72,436)	\$ 6,164,204

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EXPLANATION

The Department requests to transfer \$3,990,802 among various General Fund accounting units, Class 010 *Personal Services-Permanent*, Class 018 *Overtime*, and Class 060 *Benefits* as summarized in the attached detail to address current and anticipated deficits in Class 018 *Overtime* in various accounting units.

Class 010 *Personal Services-Permanent* has an estimated surplus of \$3,581,963 as a result of departmental vacancies through 10 pay periods and operational impacts associated with COVID-19 as it pertains to staffing. 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 shortfall of \$9,957,276 at this time. Of this estimated deficit, \$3,990,802 will be resolved by this fiscal transfer. The remaining \$5,966,474 projected overtime shortfall will be addressed as additional surpluses are identified. Position vacancies have resulted in a need for overtime to maintain institutional security and resident care. In addition, the Department has not been immune to the impacts of COVID-19 and its effect on staffing associated with employee illness as well as the additional operational impacts of managing quarantine and medical isolation protocols.

Class 060 *Benefits* has an estimated surplus of \$408,839 due to existing position vacancies.

Transfer \$3,581,963 from Class 010 *Personal Services-Permanent*:

- \$1,262,342 from accounting unit 3372 NH State Prison for Men
- \$ 561,604 from accounting unit 3373 Northern NH Correctional Felty
- \$ 668,367 from accounting unit 3374 NH Correctional Facility/Women
- \$ 30,953 from accounting unit 4106 Concord Transitional Work Ctr
- \$ 62,891 from accounting unit 5172 Shea Farm-Transitional Housing
- \$ 11,735 from accounting unit 5541 Classifications & Offender Records
- \$ 143,815 from accounting unit 5833 Secure Psychiatric Unit
- \$ 71,349 from accounting unit 5928 Business Information Unit
- \$ 25,995 from accounting unit 5929 Professional Standards
- \$ 12,156 from accounting unit 6043 Community Corrections
- \$ 35,286 from accounting unit 6632 Maintenance
- \$ 58,563 from accounting unit 6634 Kitchen
- \$ 27,966 from accounting unit 7101 Commissioner's Office
- \$ 23,553 from accounting unit 7107 North End-Transitional Housing
- \$ 24,192 from accounting unit 7874 Calumet-Transitional Housing
- \$ 185,966 from accounting unit 8231 Mental Health
- \$ 231,407 from accounting unit 8234 Medical-Dental
- \$ 28,609 from accounting unit 8235 Residential Treatment Program
- \$ 19,024 from accounting unit 8236 Pharmacy
- \$ 55,997 from accounting unit 8300 Financial Services
- \$ 40,193 from accounting unit 8302 District Offices

Transfer \$408,839 from Class 060 *Benefits*:

- \$ 41,611 from accounting unit 5928 Business Information Unit
- \$ 8,271 from accounting unit 6043 Community Corrections
- \$ 12,112 from accounting unit 7101 Commissioner's Office
- \$ 114,124 from accounting unit 8231 Mental Health
- \$ 72,436 from accounting unit 8232 Programs
- \$ 19,548 from accounting unit 8235 Residential Treatment Program
- \$ 20,331 from accounting unit 8236 Pharmacy
- \$ 20,695 from accounting unit 8300 Financial Services
- \$ 8,678 from accounting unit 8301 Human Resources
- \$ 91,033 from accounting unit 8302 District Offices

Transfer \$3,990,802 to Class 018 *Overtime*:

- \$2,076,019 to accounting unit 3372 NH State Prison for Men
- \$ 561,604 to accounting unit 3373 Northern NH Correctional Felty
- \$ 668,367 to accounting unit 3374 NH Correctional Facility/Women
- \$ 30,953 to accounting unit 4106 Concord Transitional Work Ctr
- \$ 62,891 to accounting unit 5172 Shea Farm-Transitional Housing
- \$ 143,815 to accounting unit 5833 Secure Psychiatric Unit
- \$ 25,995 to accounting unit 5929 Professional Standards
- \$ 35,286 to accounting unit 6632 Maintenance
- \$ 58,563 to accounting unit 6634 Kitchen
- \$ 23,553 to accounting unit 7107 North End-Transitional Housing
- \$ 24,192 to accounting unit 7874 Calumet-Transitional Housing
- \$ 231,407 to accounting unit 8234 Medical-Dental
- \$ 48,157 to accounting unit 8235 Residential Treatment

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 to Class 018 *Overtime* 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.
- G. Are personnel services involved?
No new positions are being funded by this transfer.

Respectfully Submitted,



Helen E. Hanks
Commissioner