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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

April 26, 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 $60,000.00 for permanent personnel from class 10 appropriations for positions that are vacant due to illness, extended leaves of absence, or pending recruitment at NH Hospital State Office Complex Police. The $60,000.00 represents the estimate of additional funds needed for the pay periods covering March 26, 2021 through June 3, 2021 of state fiscal year 2021. Effective upon Governor and Council approval through June 30, 2021. Funding Source: 100% Transfers from other Agencies.

Explanation

The Department of Safety, Division of State Police, NH Hospital State Office Complex Police (SOCP) requests an overtime transfer for actual expenditures not to exceed $60,000.00. The requested overtime expenditures from class 10, Personnel Services accounts, represent payments made to permanent personnel for overtime hours worked in order to provide the security needed to the patients/residents, employees, volunteers, and visitors at NH Hospital and the surrounding State Office Complex. Additional overtime has been needed to provide a safe and secure environment during critical vacancies due to sickness, extended leaves of absence, or pending recruitments.

SOCP experienced vacancies in 3 out of 8 sworn positions and 2 civilian dispatcher positions in the past year. The average recruitment-to-hire time has been roughly 5 to 8 months, not including training prior to assuming any full-time shifts. SOPC is required to provide 24/7 security coverage at New Hampshire Hospital, including assistance during psychiatric emergencies and transportation of patients statewide. Additional overtime is required to meet ongoing demands for service.

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

Form A-29

Expenditure Request-Overtime Permanent Personnel Services

Department: Safety

Date: April 9, 2021

Division of Expenditure Request:
Detectives

Estimated Overtime		
# Positions	Regular Time	Time & One-Half
6	$ 60,000	$ -

Estimated Vacant Positions: Number 6

Title & Labor Grade	Number	Legislative Appropriation
Campus Patrol Officer I	1	$ 26,064
Campus Patrol Officer II	2	$ 52,355
Police Comm Spec II	2	$ 40,971
Campus Patrol Sergeant	1	$ 18,523
	Total:	$ 137,913

Reasons for Vacant Positions: Pending Recruitment and Leaves of Absence

Request Permission to transfer appropriations as follows:

From:	To:	Amount
10-023-2340-42150000-010-500100	010-023-2340-42150000-018-500106	$ 60,000

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 Carraher, 5/3/2021

Director of Personnel Lorrie A Rudis 5/3/2021

Comptroller Dana Call 5/3/2021

Estimated Unexpended Wages for Security Officers
vacant during the period June 5, 2020 through April 8, 2021
DOS

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
15763	Campus Patrol Officer I	4215	18	08/05/20	01/28/21	238	37,848	144.80	24,816	Pending Recruitment
15763	Campus Patrol Officer I	4215	18	03/26/21	04/08/21	14	37,848	144.80	1,448	Pending Recruitment
15787	Campus Patrol Officer II	4215	19	08/05/20	01/28/21	238	42,349	162.88	27,890	Pending Recruitment
15839	Police Comm Spec II	4215	18	08/01/20	04/08/21	251	40,747	156.72	28,098	Pending Recruitment
30896	Campus Patrol Officer II	4215	19	08/26/20	03/25/21	212	42,349	162.88	24,685	Pending Recruitment
16389	Campus Patrol Sergeant	4215	22	11/19/20	04/08/21	141	47,819	183.92	18,523	Pending Recruitment
15843	Police Comm Spec II	4215	18	12/15/20	04/08/21	115	40,747	156.72	12,873	Pending Recruitment
		(less) Overtime Transfer							(60,000)	
		4215 Total							77,913	
		Grand Total							77,913	