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STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
BUREAU OF HUMAN RESOURCES

P.O. BOX 1806
CONCORD, NH 03302-1806
603-271-5650 FAX: 603-223-2333
TDD Access: 1-800-735-2964

Helen Hanks
Commissioner

Ella Fredette
Human Resource
Administrator

June 17, 2021

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes and in accordance with the Rules of the Division of Personnel, Per 904.01 Request for Temporary Increase, authorize the NH Department of Corrections (NHDOC), in concurrence with the decision of the Department of Administrative Services, Deputy Director of Personnel, dated June 10, 2021, to continue a sixty-eight percent (68%) base hourly wage enhancement for position #19851, Chief Pharmacist, Labor Grade 30, and positions #12997, #16290, #19553 and #19848, Pharmacist, Labor Grade 27, totaling \$68,575.00, effective upon Governor and Executive Council approval for the period from July 1, 2021 through September 30, 2021. 100% General Funds.

EXPLANATION

The salary enhancement of 68% for the Department's pharmacist positions is for the purpose of recruitment and retention due to the competitive labor market and dramatic salary differences from the State's classified pay scale to the industry's level of compensation and more specifically to other State Agency's unclassified salary structure when comparing like classification occupations.

Unclassified positions have been established and the Department has begun the appointment and confirmation process. The Department requests to extend the 68% enhancement until this process is complete.

Funds are anticipated to be available for these positions in the FY 2022 Biennium Budget in the accounting unit, Pharmacy: 02-46-46-465010-8236-010-500100, Regular Officers and Employees.

Respectfully Submitted,

Helen E. Hanks
Commissioner

Classification	Current Authority	Position #	Current LG/Step	FY 2022 Base Salary	68% Enhancement	FY 2022 Salary with Enhancement	FY 2022 Base Salary for 3 Months	Estimated Enhancement Cost for 3 Months	FY 2022 Estimated Salary with Enhancement for 3 Months
Chief Pharmacist	G&C #44 5/15/19	19851	LG 30 Step 8	86,697	58,954	145,651	21,674	14,739	36,413
Pharmacist	G&C #44 5/15/19	12997	LG 27 Step 9	79,170	53,836	133,006	19,793	13,459	33,252
Pharmacist	G&C #44 5/15/19	16290	LG 27 Step 9	79,170	53,836	133,006	19,793	13,459	33,252
Pharmacist	G&C #44 5/15/19	19553	LG 27 Step 9	79,170	53,836	133,006	19,793	13,459	33,252
Pharmacist	G&C #44 5/15/19	19848	LG 27 Step 9	79,170	53,836	133,006	19,793	13,459	33,252
Total				403,377	274,298	677,675	100,846	68,575	169,421

Re-class to Unclassified Salaries

Grade	# of Positions	Salary	Ext. Cost
NN	1	\$149,219.98	\$149,219.98
KK	4	\$134,729.40	\$538,917.60
Total			\$688,137.58

SFY 2022 Increase In Salaries as Unclassified	\$10,462.22
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Pharmacist

Results

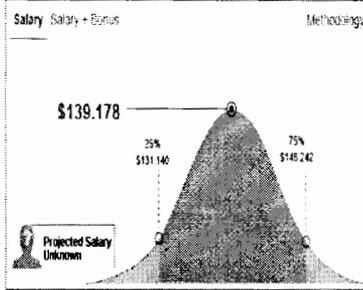
Salary

Benefits

Detailed Job Info

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The Role Of Compensation Policy

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Performance

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Pharmacist

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Pharmacist Manager

Results

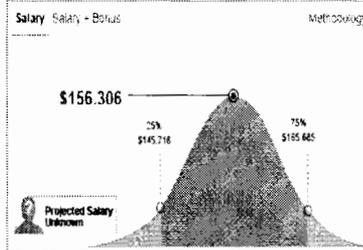
Salary

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Similar Jobs

Job Openings



The Role Of Compensation Policy

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Performance

Purchase The Full Report

Pharmacist Manager

[View more Pharmacist Manager](#)

Lind, Jennifer

From: Fredette, Ella
Sent: Thursday, June 10, 2021 8:56 AM
To: Stone, Lisa
Cc: Maddaus, Robin
Subject: FW: Pharmacist Salary Enhancement Extension Request- 3 months
Attachments: pharmacist enhancement ext-June 2021.pdf; 044-gc-agenda-051519.pdf

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Hello,

Below is the DOP approval of my attached letter requesting enhancement extension for 3 months as we discussed.

Respectfully,



Ella Fredette
Human Resources Administrator
NH Department of Corrections
(603) 271-5640
(603) 223-2333 fax

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From: Moranti, Michael <Michael.J.Moranti@das.nh.gov>
Sent: Thursday, June 10, 2021 8:43 AM
To: Fredette, Ella <Ella.M.Fredette@doc.nh.gov>
Cc: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>
Subject: FW: Pharmacist Salary Enhancement Extension Request- 3 months
Importance: High

Ella,

DOP approves the requested extension for the pharmacist enhancement through September 30, 2021. Any questions please let me know,

Mike

Michael Moranti
603-271-1420
Michael.moranti@das.nh.gov
Deputy Director of Personnel

Department of Administrative Services
State of New Hampshire
54 Regional Drive, Suite 5
Concord NH

From: Fredette, Ella <Ella.M.Fredette@doc.nh.gov>
Sent: Tuesday, June 8, 2021 8:03 AM
To: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>; Moranti, Michael <Michael.J.Moranti@das.nh.gov>
Subject: Pharmacist Salary Enhancement Extension Request- 3 months
Importance: High

Good Morning,

Attached, please find a time sensitive request to extend our 68% salary enhancement for our Pharmacist positions for a short period of three months while we work through the appropriate process of transferring our current employees into our newly established unclassified positions.

As you know, we have been working on this process for a couple years and we are finally nearing the end. Being that our current pharmacist enhancement expires June 30th, we felt it best to obtain a small extension as the process to transition the positions will most likely go beyond the expiration date. We learned they have to go through the appointment process.

Thank you in advance for your review and consideration.

Respectfully,



Ella Fredette
Human Resources Administrator
NH Department of Corrections
(603) 271-5640
(603) 223-2333 fax

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Helen E. Hanks
Commissioner

Ella Fredette
Administrator

June 7, 2021

Lorrie Rudis, Director
NH Division of Personnel
Concord, NH 03301

Dear Director Rudis:

In accordance with the NH Code of Administrative Rules per 904.01, the NH Department of Corrections respectfully requests a continuation of a 68% salary enhancement for our Pharmacist positions. Specifically, Chief Pharmacist, Position #19851, labor grade 30 and Pharmacist positions, #16290, #19553, #19848, #12997, labor grade 27; for a three (3) month period from July 1, 2021 through September 30, 2021, or until such time we receive full approval to appoint them into the newly established unclassified pharmacists positions.

Since, 2001, the Department has continually requested salary enhancements to maintain a competitive salary for retention and recruitment of our positions. To meet this continuing trend, in April 2018, we requested an increase from our previously approved 30% enhancement to 68% to help come in line with the State's unclassified Pharmacist positions. In 2019, we requested an extension while we pursued establishing unclassified pharmacist positions and then move through the process to transfer our current employees to the unclassified positions and abolish the classified position. We now have the established positions, and need a little more time to go through the G&C appointment and notification process. With the enhancement scheduled to expire June 30, 2021, we are requesting a short extension through September 30, 2021 to provide the reasonable opportunity to work through the unclassified and notification process.

The Department has the approved positions and budget supporting the unclassified position and are ready to bring our Pharmacist positions in line with that of a current State agency and help provide the equity in compensation. Therefore, we submit this request and seek your approval to continue the 68% salary enhancement for the three month period.

Respectfully,

A handwritten signature in cursive script that reads "Ella Fredette".

Ella Fredette
HR Administrator

EF/lc
attachments

TITLE VI
PUBLIC OFFICERS AND EMPLOYEES
CHAPTER 99
ADJUSTMENT OF SALARIES OF STATE EMPLOYEES

Section 99:8

99:8 Increases for Recruitment Purposes. – Upon request of the appointing authority, the governor and council are hereby authorized and empowered, notwithstanding any other provisions of the law to the contrary, upon a finding by them and a recommendation from the director of personnel that a substantial number of vacancies exist in any class of authorized positions which vacancies require an increase in salaries for recruitment of qualified personnel therefor, to increase salaries of such classified positions, any such increases to be a charge against the salary adjustment fund.

Source. 1967, 353:6. 1974, 52:6. 1986, 12:4, 1, eff. Mar. 27, 1986.

(1) Employees shall be compensated at one and one half times the hourly rate for the hours worked and shall be guaranteed a minimum of 3 hours of premium pay; and

(2) Call back hours shall not be considered a part of the basic workweek for premium pay purposes.

(b) Employees called back to work under paragraph (a) shall have the hours worked computed from portal to portal.

Source. (See Revision Notes at chapter heading for Per 100) #8738, eff 10-18-06; ss by #10817, eff 5-17-15

Per 903.07 Timeliness of Payment. Whenever practicable, an appointing authority shall ensure payment for overtime work at the same time the employee usually receives the paycheck for the period within which the overtime work was performed.

Source. (See Revision Notes at chapter heading for Per 100) #8738, eff 10-18-06; ss by #10817, eff 5-17-15

PART Per 904 INCREASING COMPENSATION TO ENHANCE RECRUITMENT

Per 904.01 Request for Temporary Increase.

(a) An appointing authority may request an increase in the compensation of a class for recruitment purposes under RSA 99:8 by submitting a request to the director containing the following information:

(1) A comparison of salaries in the appropriate industry and geographic location, including:

a. Occupations which are comparable to the state classification for which the increase is sought; and

b. A comparison of benefits as a percentage of salary;

(2) A recommended percentage increase over the current salary grade assignment of the class title, based on the data compiled by the appointing authority under (1);

(3) A detailed plan explaining how the appointing authority intends to adjust the salaries of all class members; and

(4) The number of positions affected by an increase for recruitment purposes and the overall cost of the proposed increase.

(b) If the director concurs with an increase in compensation for recruitment purposes based upon the information provided in (a) or the director's own market studies conducted under RSA 21-I: 42, VI, the appointing authority's recommendation to governor and council shall be in the form of a suggested percentage increase in the hourly wage of the class, for a period not to exceed 24 months.

(c) If the director or the appointing authority determines the need for the temporary increase no longer exists, either based on information from the appointing authority or on the director's own market studies conducted under RSA 21-I:42, VI, the director shall recommend to governor and council that any increase originally recommended under paragraph (b) be withdrawn.

Source. (See Revision Notes at chapter heading for Per 100) #8738, eff 10-18-06; amd by #10239, eff 3-18-13; ss by #10817, eff 5-17-15