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ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOHN M. FORMELLA
ATTORNEY GENERAL

JANE E. YOUNG
DEPUTY ATTORNEY GENERAL

June 28, 2021

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

Your Excellency and Members of the Council:

REQUESTED ACTION

1. Pursuant to RSA 94:3-b; Salary Adjustment for Recruitment or Retention, authorization is requested by the Department of Justice for the confirmation of the Joint Committee of Employee Classification's approval and recommendation of the establishment of a new salary grade FF range of $71,896.24 to $100,159.28 for the position title of Director of Communication effective upon Governor and Executive Council approval.

2. Upon approval of requested action 1: That approval be and hereby is given to the Attorney General to appoint Kate M. Spiner (Giaquinto) as Director of Communications (Position #9U633, Appropriation #02-20-20-200010-2601-014-500134), at a salary level of $100,159.28 (LG FF, Step 7); effective upon Governor and Executive Council approval or July 2, 2021, whichever is the latter for a term ending July 1, 2024.

EXPLANATION

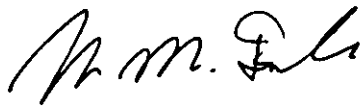
1. As requested in action #1: Chapter 346 Laws of 2019 (HB4), granted the Department of Justice (DOJ) a position entitled *Director of Communications* with the ability for the Attorney General to appoint a candidate into this unclassified position effective upon approval of the Governor and Executive Council. The DOJ requests approval and confirmation of the letter grade FF designation, for the position title of Director of Communications as approved by the Joint Committee of Employee Classifications.

2. As requested in action #2, appoint Kate M. Spiner (Giaquinto) at a labor grade FF step 7 at a salary of $100,159.28 pursuant to RSA 94:1-a, I(a); Compensation for Certain State Officers; Unclassified State Employees.

Ms. Spiner (Giaquinto), a New Hampshire native originally from Hudson, earned a Bachelor of Arts in English from Saint Anselm College in 2010. Following graduation, she worked as an Associate Producer at WMUR-TV 9 (2010 – 2011), Communications Specialist at the New Hampshire Institute of Politics (2011 – 2014), and Account Executive at Montagne Communications (2014). She served as Director of Communications for the New Hampshire Senate (2014 – 2018) until joining the New Hampshire Department as Public Information Officer. In addition to her Department of Justice duties, she worked as Public Information Officer for the New Hampshire Joint Information Center since March 2020 and as Director of Communications for the Governor's Office for Emergency and Relief Recovery from April 2020 to August 2020. Ms. Spiner (Giaquinto) was recognized as one of the Union Leader's "40 Under 40" in 2015 and Saint Anselm College's "10 Under 10 Young Alumni" in 2016. She was Vice President of the Manchester Young Professional's Network from 2012 to 2017.

I respectfully urge your favorable consideration of this request. Thank you.

Respectfully submitted,



John M. Formella
Attorney General

#3205417

KATE GIAQUINTO SPINER

[redacted] | Portfolio

EXPERIENCE

Director of Communications, New Hampshire Attorney General **09/2018–Present**

- Spokesperson for Attorney General and Deputy, providing 24/7 executive and crisis communications direction, including writing and editing 5-10 press releases per week, public statements, talking points, speeches and social media posts
- Ensures timely responses and provides accurate information under tight deadlines to daily local, regional and national media requests regarding complex issues, including major criminal investigations and civil legal actions
- Advises attorneys across all Department of Justice divisions and external stakeholders, including the Office of the New Hampshire Governor, ensuring consistent public messaging for media interviews and inquiries
- Leads internal legislative committee, advises strategy and messaging for relevant legislation

Public Information Officer, New Hampshire Joint Information Center **03/2020-Current**

- Selected by Governor Chris Sununu to assist in emergency response relative to the COVID-19 pandemic and State of Emergency Declaration, providing crisis communications support to the Office of the Governor and Department of Health and Human Services Division of Public Health
- Leads media relations and advises public messaging throughout COVID-19 mass vaccination events

Director of Communications, NH Governor's Office for Emergency Relief & Recovery **04/2020-08/2020**

- Selected by New Hampshire Governor Chris Sununu to lead communications efforts and serve as spokesperson for GOFERR, which successfully created more than 50 programs that distributed $1.25B in CARES Act Flex Funds across state business and nonprofit sectors experiencing financial losses due to COVID-19
- Fielded daily media and other stakeholder inquiries, in addition directing and writing public-facing policy descriptions and talking points for GOFERR Executive Director and Governor
- Created unique, highly transparent digital platform for program applications and reporting data

Director of Communications, New Hampshire Senate **12/2014-08/2018**

- Developed strategic messaging for high-stakes legislative priorities for leadership, including press statements, media availability, wrote op-eds, talking points and speeches
- Maintained relationships with statewide and national policy reporters, pitched stories and orchestrated press conferences led by Senate President, Majority Leader

Account Executive, Montagne Communications **02/2014-12/2014**

- Managed comprehensive strategic communications for multiple highly-visible clients
- Wrote letters to the editor, coordinated state and local media, executed special events

Communications Specialist, New Hampshire Institute of Politics **12/2011-02/2014**

- Promoted and coordinated national, local media during high-profile political events, including national televised presidential debates and pitched executive director as local and national commentator

Associate Producer, WMUR-TV 9 Creative Services **06/2010-12/2011**

- Assisted production of televised statewide primary and general election debates
- Wrote scripts and edited promotional video spots for local and national programming

EDUCATION

Saint Anselm College | B.A. English, Minor Communications

RECOGNITION & COMMUNITY

- New Hampshire Union Leader's 40 Under Forty Class of 2015
- Named Saint Anselm College's inaugural 10 Under 10 Young Alumni in 2016
- Vice President, Manchester Young Professionals Network, 2012-2017

State of New Hampshire

GENERAL COURT

CONCORD

April 26, 2021

Commissioner Charles Arlinghaus
Department of Administrative Services
25 Capitol Street, Room 120
Concord, NH 03301

Dear Commissioner Arlinghaus,

This is to inform you that the Joint Committee on Employee Classification (RSA 14:14-c) voted on April 23, 2021 to approve the following salary range under RSA 94:3-b for the position listed below:

Director, Nursing, Department of Corrections
Salary range $110,000-155,000

The committee also voted on April 23, 2021 to approve the unclassified salary grades in RSA 94:1-a for the positions listed below:

Deputy Director, Risk and Benefits, Department of Administrative Services
Salary Grade: GG

Chief Pharmacist, Department of Corrections
Salary Grade: NN

Pharmacists (4 positions), Department of Corrections
Salary Grade: KK

Director, Professional Standards, Department of Corrections
Salary Grade: GG

Director, Employee Assistance Program (EAP), Department of Health and Human Services
Salary Grade: HH

Information Security Officer, Department of Health and Human Services
Salary Grade: GG

Director of Communications (title changed from Public Information Officer)
Department of Justice
Salary Grade: FF

Victim/Witness Specialists (4 positions), Department of Justice
Salary Grade: DD

We plan on including these changes in legislation in the future.

Sincerely,

Sen. John Reagan, Chairman
Joint Committee on Employee Classification

165 Office of Professional Licensure and Certification; Fees. Amend RSA 310-A:1-e, I(b) to read as follows:

(b) There is hereby established the office of professional licensure and certification fund into which the fees collected under subparagraph (a) shall be deposited. [~~The fund shall be a separate, nonlapsing fund, continually appropriated to the office for the purpose of paying all costs and salaries associated with the office~~] ***After paying all costs and salaries associated with the office, moneys in this fund shall lapse to the general fund at the close of each fiscal year.***

166 New Paragraphs; Department of Justice; Director of the Office of Victim/Witness Assistance. Amend RSA 21-M:3 by inserting after paragraph X the following new paragraphs:

XI. The attorney general, subject to the approval of the governor and council, may appoint a director of the office of victim/witness assistance, within the limits of the appropriation made for the appointment, who shall hold office for a term of 5 years. Any vacancy in such office may be filled for the unexpired term. The director of the office of victim/witness assistance may be removed only as provided by RSA 4:1.

XII. The attorney general, subject to the approval of the governor and council, may appoint a director of communications within the limits of the appropriation made for the appointment, who shall hold office for a term of 5 years. Any vacancy in such office may be filled for the unexpired term. The director of communications may be removed only as provided by RSA 4:1.

167 Department of Justice; Office of Victim/Witness Assistance. Amend the introductory paragraph in RSA 21-M:8-b, II to read as follows:

II. There is hereby established within the criminal justice bureau of the department of justice, the office of victim/witness assistance. ***The office shall be supervised by the director of victim/witness assistance who shall be appointed by the attorney general in accordance with the provisions of RSA 21-M:3, XI and who shall carry out the duties imposed by this section under the supervision of the attorney general and perform such other work as the attorney general may assign.*** The office shall provide information and services to victims and witnesses in criminal cases prosecuted by the attorney general and shall develop and coordinate a statewide victim/witness rights information program. The victim/witness rights information program shall:

168 New Paragraph; Department of Justice; Officer-Involved Deadly Force Investigator Position Established. Amend RSA 21-M:8 by inserting after paragraph III the following new paragraph:

IV.(a) To assist the attorney general in his or her duty to exercise general supervision of officer-involved use of deadly force investigations and to provide training to local law enforcement officers, the department of justice may hire an unclassified full-time investigator assigned the bureau, who shall work on officer-involved use of deadly force investigations.

(b) There is established within the department of justice an unclassified full-time investigator position for the purpose of working on officer-involved use of deadly force investigations

as required in this paragraph. Notwithstanding RSA 14:14-c and RSA 94:1-d, the salary for the full-time investigator position shall be established as a labor grade BB pursuant to RSA 94:1-a, I(a).

169 Department of Justice; Position Reclassified and Established.

I. The position of administrator II-public/legislative information officer, position number 18030, within the department of justice shall be designated as an unclassified position.

II. There is established within the department of justice the unclassified position of director of communications. The salary of the director of communications shall be determined after assessment and review of the appropriate temporary letter grade allocation in RSA 94:1-a, I(b) for the positions which shall be conducted pursuant to RSA 94:1-d and RSA 14:14-c. Upon completion of this action and appointment of the director of communications, position number 18030 shall be abolished to allow for the transition of its available appropriations into the unclassified position of director of communications. Funding shall be transferred into the proper unclassified expenditure class for the attorney general accounting unit. The incumbent in the abolished classified position shall be offered the opportunity to seek the attorney general's nomination for the unclassified position of director of communications.

170 Department of Justice; Position Reclassified and Established.

I. The position of attorney III-assistant director of charitable trusts, position number 10321, within the department of justice shall be designated as an unclassified position.

II. There is established within the department of justice the unclassified position of assistant attorney general. The salary of the assistant attorney general is established in RSA 94:1-a, I-c. Upon completion of this action and appointment of the assistant attorney general, position number 10321 shall be abolished to allow for the transition of its available appropriations into the unclassified position of assistant attorney general. Funding shall be transferred into the proper unclassified expenditure class for the charitable trust accounting unit. The incumbent in the abolished classified position shall be offered the opportunity to seek the attorney general's nomination for the unclassified position of assistant attorney general.

171 Department of Administrative Services; Rehiring of Laid Off Classified State Employees.

I. For purposes of this section, "laid off" means any person in a classified position as described in RSA 21-I:49 who receives written notice of the state's intent to lay him or her off or who is laid off between July 1, 2019 and June 30, 2021, as a result of reorganization or downsizing of state government.

II. It is the intent of the general court that any classified position which becomes available in a department or establishment, as defined in RSA 9:1, shall be filled, if possible, by a state employee laid off, as defined in paragraph I, if such person is not currently employed by the state of New Hampshire, if he or she meets the minimum qualifications for the position, and if he or she does not receive a promotion as a result of the rehire.