



STATE OF NEW HAMPSHIRE <sup>DEC 03 2021 PM 3:52 RCUG</sup>

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DEPARTMENT OF HEALTH AND HUMAN SERVICES  
**LEGAL AND REGULATORY SERVICES**

Lori A. Shibinette  
Commissioner  
  
Melissa A. St. Cyr, Esq.  
Chief Legal Officer

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November 12, 2021

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

**REQUESTED ACTION**

Pursuant to RSA 99:8, Increases for Recruitment Purposes, and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services (DHHS), Health Facilities Administration to add a newly reclassified position #40316, Licensing & Evaluation Coordinator, to the positions that have a thirty percent (30%) hourly rate enhancement effective upon Governor and Executive Council approval through August 31, 2023. Source of funds: 43.5% General Funds, 45.82% Federal Funds and 10.68% Other Funds.

Funds necessary for the estimated salary cost difference of this enhancement are available in the following account:

**05-095-095-952010-51460000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: COMMISSIONER, OFFICE OF PROGRAM SUPPORT, HEALTH FACILITIES ADMINISTRATION**

FISCAL YEAR	CLASS	TITLE	ACTIVITY CODE	AMOUNT
2022	010-500100	Personnel Services-Perm	95200024	\$3,795
2023	010-500100	Personnel Services-Perm	95200024	\$6,216
			<b>Total:</b>	<b>\$10,011</b>

**EXPLANATION**

In July 2007, the Governor and Executive Council approved a thirty percent (30%) temporary increase for recruitment and retention purposes for 28 positions assigned to the Bureau of Licensing and Certification Health Facilities Unit and Health Facilities Certification Units. The increase was re-approved in August 2009, October 2011, October 2013, June 2015, July 2017, July 2019 and most recently in September 2021 (G&C 9/15/21, Item #16E). The Division of Personnel recently approved a request from DHHS for a reclassification of Position #40316 from Program Specialist III to Licensing & Evaluation Coordinator.

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11/12/2021

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The position is now eligible to receive the same enhanced hourly rate. The end date of the requested enhancement coincides with the other Licensing & Evaluation Coordinators which expire on August 31, 2023 pursuant to Personnel Rule 904.01, which limits enhancements to 24 months.

Licensing and Evaluation Coordinators, the majority of whom are registered nurses, conduct surveys of facilities caring for some of the State's most vulnerable citizens. These include nursing homes, assisted living facilities, hospitals, home health care agencies, hospice agencies, hospice homes and community residences serving individuals with developmental disabilities.

There continues to be a severe shortage of Registered Nurses in the United States generally and New Hampshire specifically. Nurses in the private sector continue to earn far more than nurses working in State positions. Retention of Registered Nurses in Licensing and Evaluation Coordinator positions in these units is due solely to this 30% salary enhancement.

Attached is the approval document from the Division of Personnel as well as the fiscal impact statement.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lori Shibinette", with a stylized flourish at the end.

Lori Shibinette  
Commissioner



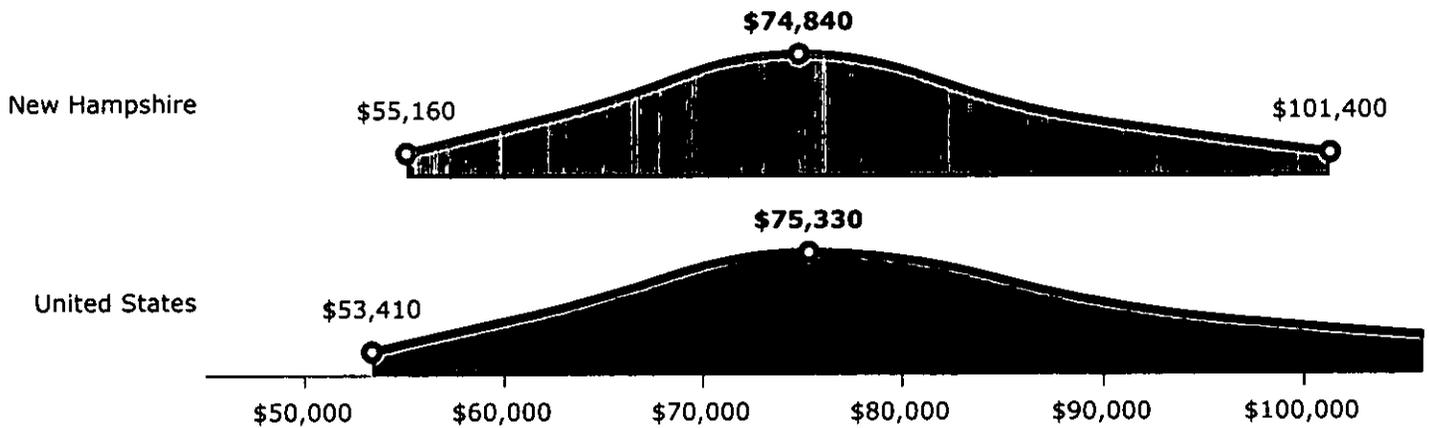
## New Hampshire Wages for:

29-1141.00 - Registered Nurses Bright Outlook

View wages for state:

View wages near ZIP Code:

View wages:



### In New Hampshire:

- Workers on average earn **\$74,840**.
- 10% of workers earn **\$55,160** or less.
- 10% of workers earn **\$101,400** or more.

### In the United States:

- Workers on average earn **\$75,330**.
- 10% of workers earn **\$53,410** or less.
- 10% of workers earn **\$116,230** or more.

Source: Bureau of Labor Statistics [2020 wage data](#)

### Full Details [Save Table \(XLSX/CSV\)](#)

Location	Annual Low (10%)	Annual Q <sub>L</sub> (25%)	Annual Median (50%)	Annual Q <sub>U</sub> (75%)	Annual High (90%)
United States	\$53,410	\$61,630	\$75,330	\$93,590	\$116,230
New Hampshire	\$55,160	\$62,710	\$74,840	\$88,170	\$101,400
Boston-Cambridge-Nashua, MA-NH	\$63,210	\$74,480	\$93,120	\$124,270	\$153,410
Central New Hampshire nonmetropolitan area	\$56,200	\$65,030	\$75,150	\$87,830	\$103,300
Dover-Durham, NH-ME	\$54,470	\$60,190	\$72,420	\$88,640	\$99,730
Manchester, NH	\$55,170	\$63,000	\$75,910	\$89,980	\$102,030
Northern New Hampshire nonmetropolitan area	\$53,020	\$58,630	\$67,890	\$80,400	\$91,530

Portsmouth, NH-ME	\$58,100	\$67,270	\$79,270	\$93,050	\$102,340
West Central-Southwest New Hampshire nonmetropolitan area	\$55,220	\$62,550	\$74,560	\$87,150	\$101,180

**Bartlett, Leslie**

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**Subject:** FW: Request for Temporary Increase- LEC 40316

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**From:** Rudis, Lorrie <[Lorrie.A.Rudis@das.nh.gov](mailto:Lorrie.A.Rudis@das.nh.gov)>  
**Sent:** Friday, November 12, 2021 8:03 AM  
**To:** Spring, Laurie <[Laurie.J.Spring@dhhs.nh.gov](mailto:Laurie.J.Spring@dhhs.nh.gov)>  
**Cc:** Mavrogeorge, Matthew <[Matthew.G.Mavrogeorge@das.nh.gov](mailto:Matthew.G.Mavrogeorge@das.nh.gov)>; Lydick, Joanne <[Joanne.L.Lydick@das.nh.gov](mailto:Joanne.L.Lydick@das.nh.gov)>  
**Subject:** RE: Request for Temporary Increase- LEC 40316

This request for position number 40316 is approved.

Happy Friday!

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**From:** Spring, Laurie <[Laurie.J.Spring@dhhs.nh.gov](mailto:Laurie.J.Spring@dhhs.nh.gov)>  
**Sent:** Wednesday, November 10, 2021 11:10 AM  
**To:** Rudis, Lorrie <[Lorrie.A.Rudis@das.nh.gov](mailto:Lorrie.A.Rudis@das.nh.gov)>  
**Cc:** Mavrogeorge, Matthew <[Matthew.G.Mavrogeorge@das.nh.gov](mailto:Matthew.G.Mavrogeorge@das.nh.gov)>; Lydick, Joanne <[Joanne.L.Lydick@das.nh.gov](mailto:Joanne.L.Lydick@das.nh.gov)>  
**Subject:** Request for Temporary Increase- LEC 40316

Good morning Lorrie,

Attached is a request for temporary increase for Licensing & Evaluation Coordinator position #40316. This position was in the process of reclassification at the time the rest of the positions in the Bureau were reviewed/approved for continued enhancement and was not included in the larger package.

I've attached a copy of the request, wage comparisons, fiscal impact statement and a copy of the approved G&C item for the large LEC enhancement renewal, approved by G&C on 9/15/21.

Please let me know if you have any questions. Thank you for your consideration.

Laurie Spring  
Assistant Director  
Bureau of Human Resource Management  
Brown Building Room 164  
603-271-9019

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**Position 40316**

**Reclassified from 23/1 to 20/1**

**LG23/1**

**05-95-095-9520100-5146-010**

SFY22 13 Pays	30% Enhancement	Total	Federal and Other Funds	General Funds
\$ 23,380.00	\$ -	\$ 23,380.00	\$ 13,444.00	\$ 9,936.00

SFY23	30% Enhancement	Total	Federal and Other Funds	General Funds
\$ 50,491.00	\$ -	\$ 50,491.00	\$ 29,032.00	\$ 21,459.00

LG23/1	Total Funds	\$ 73,871.00
	Federal Funds	\$ 32,873.00
	Other Funds	\$ 9,603.00
	General Funds	\$ 31,395.00

LG23/1	Enhancement	\$ -
	Federal Funds	\$ -
	Other Funds	\$ -
	General Funds	\$ -

**Reclassified from 23/1 to 20/1**

**LG20/1**

**05-95-095-9520100-5146-010**

SFY22 13 Pays	30% Enhancement	Total	Federal and Other Funds	General Funds
\$ 20,904.00	\$ 6,271.00	\$ 27,175.00	\$ 15,625.00	\$ 11,550.00

SFY23	30% Enhancement	Total	Federal and Other Funds	General Funds
\$ 43,621.00	\$ 13,086.00	\$ 56,707.00	\$ 32,607.00	\$ 24,100.00

LG20/1	Total Funds	\$ 83,882.00
	Federal Funds	\$ 37,327.00
	Other Funds	\$ 10,905.00
	General Funds	\$ 35,650.00

LG20/1	Enhancement	\$ 19,357.00
	Federal Funds	\$ 8,615.00
	Other Funds	\$ 2,516.00
	General Funds	\$ 8,226.00

Cost due to Reclass:	Total Funds	\$ 10,011.00
	Federal Funds	\$ 4,454.00
	Other Funds	\$ 1,302.00
	General Funds	\$ 4,255.00



Lori A. Shibinette  
Commissioner

Marilyn G. Doe  
Interim Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF THE COMMISSIONER  
BUREAU OF HUMAN RESOURCE MANAGEMENT

129 PLEASANT STREET, CONCORD, NH 03301  
603-271-9344 1-800-852-3345 Ext. 9344  
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www.dhhs.nh.gov

October 28, 2021

Lorrie Rudis, Director  
Division of Personnel  
54 Regional Drive, Suite 5  
Concord, NH 03301

Re. Request for an Additional Position of Temporary Increase – Department of Health and Human Services

Dear Ms. Rudis:

In accordance with RSA 99:8 and as per Personnel Rule 904.01, the Department of Health and Human Services Office of Legal and Regulatory Services, Bureau of Licensing and Certification requests your approval to add position #40316, a recently reclassified position, for the a thirty percent (30%) increase in salary. The DOP approved a reclassification of position #40316 from a Program Specialist III (LG 23) position to a License and Evaluation Coordinator (LG20), on 09/15/2021, Item #85. All other existing positions currently receive the enhancement described below; therefore, for equitability we are requesting this position also be included. When position #40316 was vacated in 2019, we initiated the reclassification process to better align with needs of the unit to comply with CMS contract. All other License and Evaluation Coordinators receive the enhancement.

In 2007, the Bureau requested a 30% salary enhancement for all licensing and evaluation coordinators as well as their immediate supervisors. The purpose of the salary increase was to enable recruitment and retention of these positions. The request for a 30% salary enhancement was granted effective July 18, 2007 and renewed in 2009, 2011, 2013, 2015, 2017, 2019 and again on 9/15/2021, Item #16E. Enclosed with this request is a fiscal impact sheet for this reclassified position.

This increase is necessary to maintain a competitive salary for recruiting and retaining our Licensing & Evaluation Coordinator positions. If approved, the overall cost of this increase would be \$10,011, of which \$4,255 would be General Funds, and we would ensure that the salary for each position in this classification would be increased by the authorized enhancement percentage.

I am available to answer questions you may have related to this enhancement request. I appreciate your attention to this matter.

Sincerely,

Marilyn Doe,  
Director of Human Resources

**Enclosures**

**cc: Melissa St. Cyr, Chief Legal Officer  
Doreen Shockley, Manager**