



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION
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62 m.c.
HELEN E. HANKS
COMMISSIONER

JONATHAN K. HANSON
DIRECTOR

January 27, 2022

The Honorable Karen Umberger, 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 91:70 Laws of 2021, the New Hampshire Department of Corrections respectfully requests permission to transfer \$7,830,768 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, 2022. 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	\$ 617,464	\$ (187,671)	\$ 429,793
020-500200	Current Expenses	\$ 190		\$ 190
039-500188	Telecommunications	\$ 2,466		\$ 2,466
060-500602	Benefits	\$ 295,460	\$ (113,106)	\$ 182,354
103-502664	Contracts for Operational Services	\$ 120		\$ 120
	Total	\$ 915,700	\$ (300,777)	\$ 614,923
	REVENUES			
	Total General Funds	\$ 915,700	\$ (300,777)	\$ 614,923

02-46-46-460010-71010000 Commissioner's Office				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 199,482	\$ (30,653)	\$ 168,829
011-500126	Personal Services - Unclassified	\$ 141,384		\$ 141,384
012-500128	Personal Services - Unclassified	\$ 133,035		\$ 133,035
020-500200	Current Expenses	\$ 13,004		\$ 13,004
022-500255	Rents - Leases Other Than State	\$ 2,352		\$ 2,352
026-500251	Organizational Dues	\$ 5,655		\$ 5,655
028-500292	Transfers to General Services	\$ 409,278		\$ 409,278
030-500331	Equipment New/Replacement	\$ 383,390		\$ 383,390
039-500188	Telecommunications	\$ 11,119		\$ 11,119
057-500531	Books Periodicals Subscriptions	\$ 965		\$ 965
060-500602	Benefits	\$ 280,420	\$ (47,936)	\$ 232,484
066-500546	Employee Training	\$ 30,538		\$ 30,538
070-500704	In-State Travel Reimbursement	\$ 2,154		\$ 2,154
080-500714	Out of State Travel	\$ 2,839		\$ 2,839
089-501543	Transfer to DAS Maint Fund	\$ 26,744		\$ 26,744
103-502664	Contracts for Operational Services	\$ 720,082		\$ 720,082
211-500757	Catastrophic Casualty Insurance	\$ 19,053		\$ 19,053
	Total	\$ 2,381,494	\$ (78,589)	\$ 2,302,905
	REVENUES			
	Total General Funds	\$ 2,381,494	\$ (78,589)	\$ 2,302,905

02-46-46-460010-83010000 Human Resources				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 668,014	\$ (32,065)	\$ 635,949
020-500200	Current Expenses	\$ 27,842		\$ 27,842
022-500255	Rents - Leases Other than State	\$ 1,560		\$ 1,560
024-500225	Maint Other Than Build-Grn	\$ 3,600		\$ 3,600
030-500331	Equipment New/Replacement	\$ 1,560		\$ 1,560
039-500188	Telecommunications	\$ 6,105		\$ 6,105
050-500109	Personal Service-Temp/Appointed	\$ 92,420		\$ 92,420
060-500602	Benefits	\$ 436,775	\$ (24,532)	\$ 412,243
070-500704	In-State Travel Reimbursement	\$ 1,347		\$ 1,347
101-500729	Medical Payments to Providers	\$ 16,700		\$ 16,700
102-500731	Contracts for Program Services	\$ 77,100		\$ 77,100
103-502664	Contracts for Operational Services	\$ 299		\$ 299
	Total	\$ 1,333,322	\$ (56,597)	\$ 1,276,725
	REVENUES			
	Total General Funds	\$ 1,333,322	\$ (56,597)	\$ 1,276,725

02-46-46-461010-83000000 Financial Services				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,019,661	\$ (192,613)	\$ 827,048
011-500126	Personal Services - Unclassified	\$ 117,507		\$ 117,507
018-500106	Overtime	\$ 8,425	\$ 7,514	\$ 15,939
020-500200	Current Expenses	\$ 2,611		\$ 2,611
022-500255	Rents - Leases Other than State	\$ 3,250		\$ 3,250
027-582703	Transfers to DoIT	\$ 4,323,111		\$ 4,323,111
030-500331	Equipment New/Replacement	\$ 500		\$ 500
039-500188	Telecommunications	\$ 89,946		\$ 89,946
050-500109	Personal Service-Temp/Appointed	\$ 77,119		\$ 77,119
060-500602	Benefits	\$ 660,235	\$ (133,734)	\$ 526,501
103-502664	Contracts for Operational Services	\$ 45,197		\$ 45,197
	Total	\$ 6,347,562	\$ (318,833)	\$ 6,028,729
	REVENUES			
	Total General Funds	\$ 6,347,562	\$ (318,833)	\$ 6,028,729

02-46-46-461510-55410000 Classifications & Offender Records				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 723,505	\$ (50,547)	\$ 672,958
018-500106	Overtime	\$ 100		\$ 100
020-500200	Current Expenses	\$ 931		\$ 931
022-500255	Rents - Leases Other than State	\$ 3,856		\$ 3,856
030-500331	Equipment New/Replacement	\$ 320		\$ 320
039-500188	Telecommunications	\$ 5,466		\$ 5,466
060-500602	Benefits	\$ 466,934	\$ (41,943)	\$ 424,991
103-502664	Contracts for Operational Services	\$ 540		\$ 540
	Total	\$ 1,201,652	\$ (92,490)	\$ 1,109,162
	REVENUES			
	Total General Funds	\$ 1,201,652	\$ (92,490)	\$ 1,109,162

02-46-46-461510-83600000 Security & Training				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 468,609	\$ (12,123)	\$ 456,486
011-500126	Personal Services - Unclassified	\$ 123,667		\$ 123,667
018-500106	Overtime	\$ 17,872		\$ 17,872
019-500105	Holiday Pay	\$ 4,146		\$ 4,146
020-500200	Current Expenses	\$ 2,825		\$ 2,825
030-500331	Equipment New/Replacement	\$ 14,548		\$ 14,548
039-500188	Telecommunications	\$ 2,223		\$ 2,223
050-500109	Personal Service-Temp/Appointed	\$ 90,911		\$ 90,911
060-500602	Benefits	\$ 374,479		\$ 374,479
066-500546	Employee Training	\$ 66,614		\$ 66,614
070-500704	In-State Travel Reimbursement	\$ 2,839		\$ 2,839
	Total	\$ 1,168,733	\$ (12,123)	\$ 1,156,610
	REVENUES			
	Total General Funds	\$ 1,168,733	\$ (12,123)	\$ 1,156,610

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02-46-46-462510-59290000 Professional Standards				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,337,202	\$ (126,195)	\$ 1,211,007
011-500126	Personal Services - Unclassified	\$ 102,440		\$ 102,440
018-500106	Overtime	\$ 23,149		\$ 23,149
019-500105	Holiday Pay	\$ 3,917		\$ 3,917
020-500200	Current Expenses	\$ 19,103		\$ 19,103
022-500255	Rents - Leases Other than State	\$ 1,647		\$ 1,647
030-500331	Equipment New/Replacement	\$ 894		\$ 894
039-500188	Telecommunications	\$ 13,374		\$ 13,374
050-500109	Personal Service-Temp/Appointed	\$ 141,540		\$ 141,540
057-500531	Books Periodicals Subscriptions	\$ 398		\$ 398
060-500602	Benefits	\$ 1,033,461		\$ 1,033,461
070-500704	In-State Travel Reimbursement	\$ 19,898		\$ 19,898
080-500714	Out of State Travel	\$ 100		\$ 100
102-500731	Contracts for Program Services	\$ 6,274		\$ 6,274
103-502664	Contracts for Operational Services	\$ 489		\$ 489
	Total	\$ 2,703,886	\$ (126,195)	\$ 2,577,691
	REVENUES			
	Total General Funds	\$ 2,703,886	\$ (126,195)	\$ 2,577,691

02-46-46-463510-337200000 NH State Prison for Men				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 13,717,495	\$ (2,260,512)	\$ 11,456,983
011-500126	Personal Services - Unclassified	\$ 127,071		\$ 127,071
017-500147	FT Employees Special Payment	\$ 91,387		\$ 91,387
018-500106	Overtime	\$ 2,411,382	\$ 3,391,595	\$ 5,802,977
019-500105	Holiday Pay	\$ 449,136		\$ 449,136
020-500200	Current Expenses	\$ 153,845		\$ 153,845
022-500255	Rents - Leases Other than State	\$ 19,699		\$ 19,699
023-500291	Heat-Electricity-Water	\$ 2,469,297		\$ 2,469,297
024-500225	Maint Other Than Build-Grn	\$ 8,850		\$ 8,850
030-500331	Equipment New/Replacement	\$ 58,183		\$ 58,183
039-500188	Telecommunications	\$ 46,609		\$ 46,609
050-500109	Personal Service-Temp/Appointed	\$ 403,033		\$ 403,033
060-500602	Benefits	\$ 10,953,029		\$ 10,953,029
068-500565	Remuneration	\$ 485,601		\$ 485,601
070-500704	In-State Travel Reimbursement	\$ 102,313		\$ 102,313
103-502664	Contracts for Operational Services	\$ 69,807		\$ 69,807
242-500787	Transportation of Inmates	\$ 1,027		\$ 1,027
	Total	\$ 31,567,764	\$ 1,131,083	\$ 32,698,847
	REVENUES			
	Total General Funds	\$ 31,567,764	\$ 1,131,083	\$ 32,698,847

02-46-46-463510-33730000 Northern NH Correctional Fclty				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 6,933,638	\$ (1,119,392)	\$ 5,814,246
011-500126	Personal Services - Unclassified	\$ 119,310		\$ 119,310
017-500147	FT Employees Special Payment	\$ 50,793		\$ 50,793
018-500106	Overtime	\$ 1,081,249	\$ 1,905,451	\$ 2,986,700
019-500105	Holiday Pay	\$ 180,439		\$ 180,439
020-500200	Current Expenses	\$ 72,925		\$ 72,925
022-500255	Rents - Leases Other than State	\$ 3,377		\$ 3,377
023-500291	Heat-Electricity-Water	\$ 1,141,787		\$ 1,141,787
024-500225	Maint Other Than Build-Grn	\$ 1,750		\$ 1,750
030-500331	Equipment New/Replacement	\$ 45,141		\$ 45,141
039-500188	Telecommunications	\$ 49,799		\$ 49,799
050-500109	Personal Service-Temp/Appointed	\$ 157,934		\$ 157,934
060-500602	Benefits	\$ 5,289,635		\$ 5,289,635
068-500565	Remuneration	\$ 247,047		\$ 247,047
070-500704	In-State Travel Reimbursement	\$ 70,271		\$ 70,271
102-500731	Contracts for Program Services	\$ 51,332		\$ 51,332
103-502664	Contracts for Operational Services	\$ 19,931		\$ 19,931
	Total	\$ 15,516,358	\$ 786,059	\$ 16,302,417
	REVENUES			
	Total General Funds	\$ 15,516,358	\$ 786,059	\$ 16,302,417

02-46-46-463510-33740000 NH Correctional Facility/Women				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 4,066,449	\$ (1,203,856)	\$ 2,862,593
011-500126	Personal Services - Unclassified	\$ 110,430		\$ 110,430
017-500147	FT Employees Special Payment	\$ 23,287		\$ 23,287
018-500106	Overtime	\$ 183,333	\$ 1,203,856	\$ 1,387,189
019-500105	Holiday Pay	\$ 104,189		\$ 104,189
020-500200	Current Expenses	\$ 55,207		\$ 55,207
022-500255	Rents - Leases Other than State	\$ 4,628		\$ 4,628
023-500291	Heat-Electricity-Water	\$ 367,718		\$ 367,718
024-500225	Maint Other Than Build-Grn	\$ 990		\$ 990
030-500331	Equipment New/Replacement	\$ 6,144		\$ 6,144
039-500188	Telecommunications	\$ 26,674		\$ 26,674
050-500109	Personal Service-Temp/Appointed	\$ 126,348		\$ 126,348
060-500602	Benefits	\$ 3,112,908		\$ 3,112,908
068-500565	Remuneration	\$ 71,804		\$ 71,804
070-500704	In-State Travel Reimbursement	\$ 6,865		\$ 6,865
102-500731	Contracts for Program Services	\$ 175,983		\$ 175,983
103-502664	Contracts for Operational Services	\$ 8,700		\$ 8,700
	Total	\$ 8,451,657	\$ -	\$ 8,451,657
	REVENUES			
	Total General Funds	\$ 8,451,657	\$ -	\$ 8,451,657

02-46-46-464510-41060000 Concord Transitional Work Ctr				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 817,010	\$ (85,738)	\$ 731,272
017-500147	FT Employees Special Payment	\$ 5,877		\$ 5,877
018-500106	Overtime	\$ 71,432	\$ 327,434	\$ 398,866
019-500105	Holiday Pay	\$ 24,411		\$ 24,411
020-500200	Current Expenses	\$ 5,740		\$ 5,740
022-500255	Rents - Leases Other than State	\$ 1,687		\$ 1,687
024-500225	Maint Other Than Build-Grn	\$ 61,324		\$ 61,324
023-500291	Heat-Electricity-Water	\$ 264		\$ 264
030-500331	Equipment New/Replacement	\$ 36,625		\$ 36,625
039-500188	Telecommunications	\$ 2,679		\$ 2,679
050-500109	Personal Service-Temp/Appointed	\$ 31,587		\$ 31,587
060-500602	Benefits	\$ 562,978		\$ 562,978
068-500565	Remuneration	\$ 110,910		\$ 110,910
070-500704	In-State Travel Reimbursement	\$ 88		\$ 88
103-502664	Contracts for Operational Services	\$ 21,252		\$ 21,252
	Total	\$ 1,753,864	\$ 241,696	\$ 1,995,560
	REVENUES			
	Total General Funds	\$ 1,753,864	\$ 241,696	\$ 1,995,560

02-46-46-464510-51720000 Shea Farm				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 661,037	\$ (142,611)	\$ 518,426
017-500147	FT Employees Special Payment	\$ 5,752		\$ 5,752
018-500106	Overtime	\$ 34,908	\$ 142,611	\$ 177,519
019-500105	Holiday Pay	\$ 16,043		\$ 16,043
020-500200	Current Expenses	\$ 3,987		\$ 3,987
022-500255	Rents - Leases Other than State	\$ 1,560		\$ 1,560
023-500291	Heat-Electricity-Water	\$ 27,725		\$ 27,725
024-500225	Maint Other Than Build-Grn	\$ 264		\$ 264
030-500331	Equipment New/Replacement	\$ 80,141		\$ 80,141
039-500188	Telecommunications	\$ 5,734		\$ 5,734
060-500602	Benefits	\$ 442,596		\$ 442,596
070-500704	In-State Travel Reimbursement	\$ 1,912		\$ 1,912
103-502664	Contracts for Operational Services	\$ 2,499		\$ 2,499
	Total	\$ 1,284,158	\$ -	\$ 1,284,158
	REVENUES			
	Total General Funds	\$ 1,284,158	\$ -	\$ 1,284,158

02-46-46-464510-78740000 Calumet House				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 692,458	\$ (102,027)	\$ 590,431
017-500147	FT Employees Special Payment	\$ 4,002		\$ 4,002
018-500106	Overtime	\$ 63,903	\$ 102,027	\$ 165,930
019-500105	Holiday Pay	\$ 22,403		\$ 22,403
020-500200	Current Expenses	\$ 5,880		\$ 5,880
022-500255	Rents - Leases Other than State	\$ 1,687		\$ 1,687
023-500291	Heat-Electricity-Water	\$ 51,930		\$ 51,930
024-500225	Maint Other Than Build-Grn	\$ 264		\$ 264
030-500331	Equipment New/Replacement	\$ 5,752		\$ 5,752
039-500188	Telecommunications	\$ 4,612		\$ 4,612
060-500602	Benefits	\$ 507,607		\$ 507,607
070-500704	In-State Travel Reimbursement	\$ 4,717		\$ 4,717
103-502664	Contracts for Operational Services	\$ 4,215		\$ 4,215
	Total	\$ 1,369,430	\$ -	\$ 1,369,430
	REVENUES			
	Total General Funds	\$ 1,369,430	\$ -	\$ 1,369,430

02-46-46-465010-58330000 Secure Psychiatric Unit				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 2,110,921	\$ (398,608)	\$ 1,712,313
017-500147	FT Employees Special Payment	\$ 9,029		\$ 9,029
018-500106	Overtime	\$ 249,727	\$ 343,186	\$ 592,913
019-500105	Holiday Pay	\$ 61,359		\$ 61,359
020-500200	Current Expenses	\$ 27,921		\$ 27,921
022-500255	Rents - Leases Other than State	\$ 2,367		\$ 2,367
024-500225	Maint Other Than Build-Grn	\$ 990		\$ 990
030-500331	Equipment New/Replacement	\$ 19,537		\$ 19,537
039-500188	Telecommunications	\$ 9,093		\$ 9,093
050-500109	Personal Service-Temp/Appointed	\$ 63,174		\$ 63,174
060-500602	Benefits	\$ 1,410,347		\$ 1,410,347
068-500565	Remuneration	\$ 35,166		\$ 35,166
070-500704	In-State Travel Reimbursement	\$ 2,209		\$ 2,209
101-500730	Medical Payments to Providers	\$ 37,500		\$ 37,500
103-502664	Contracts for Operational Services	\$ 5,632		\$ 5,632
	Total	\$ 4,044,972	\$ (55,422)	\$ 3,989,550
	REVENUES			
	Total General Funds	\$ 4,044,972	\$ (55,422)	\$ 3,989,550

02-46-46-465010-82310000 Mental Health				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,562,865	\$ (354,870)	\$ 1,207,995
018-500106	Overtime	\$ 200		\$ 200
020-500200	Current Expenses	\$ 1,535		\$ 1,535
022-500255	Rents - Leases Other than State	\$ 2,145		\$ 2,145
030-500331	Equipment New/Replacement	\$ 113,908		\$ 113,908
039-500188	Telecommunications	\$ 4,659		\$ 4,659
049-584995	Transfer to Other State Agencies	\$ 29,179		\$ 29,179
057-500531	Books Periodicals Subscriptions	\$ 5,000		\$ 5,000
060-500602	Benefits	\$ 988,314	\$ (235,107)	\$ 753,207
070-500704	In State Travel Reimbursement	\$ 1,547		\$ 1,547
101-500730	Medical Payments to Providers	\$ 5,653,450		\$ 5,653,450
103-502664	Contracts for Operational Services	\$ 180		\$ 180
	Total	\$ 8,362,982	\$ (589,977)	\$ 7,773,005
	REVENUES			
	Total General Funds	\$ 8,362,982	\$ (589,977)	\$ 7,773,005

02-46-46-465010-82350000 Residential Treatment Program				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,630,744	\$ (177,020)	\$ 1,453,724
017-500147	FT Employees Special Payment	\$ 4,952		\$ 4,952
018-500106	Overtime	\$ 143,765	\$ 177,020	\$ 320,785
019-500105	Holiday Pay	\$ 29,212		\$ 29,212
020-500200	Current Expenses	\$ 16,920		\$ 16,920
030-500331	Equipment New/Replacement	\$ 1,638		\$ 1,638
039-500188	Telecommunications	\$ 6,165		\$ 6,165
060-500602	Benefits	\$ 1,186,894		\$ 1,186,894
070-500704	In State Travel Reimbursement	\$ 2,093		\$ 2,093
103-502664	Contracts for Operational Services	\$ 900		\$ 900
	Total	\$ 3,023,283	\$ -	\$ 3,023,283
	REVENUES			
	Total General Funds	\$ 3,023,283	\$ -	\$ 3,023,283

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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	\$ 1,219,656	\$ (100,945)	\$ 1,118,711
017-500147	FT Employees Special Payment	\$ 925		\$ 925
018-500106	Overtime	\$ 19,973	\$ 100,945	\$ 120,918
019-500105	Holiday Pay	\$ 5,261		\$ 5,261
020-500200	Current Expenses	\$ 77,113		\$ 77,113
022-500255	Rents - Leases Other than State	\$ 2,428		\$ 2,428
024-500225	Maint Other Than Build-Grn	\$ 91,283		\$ 91,283
030-500331	Equipment New/Replacement	\$ 31,456		\$ 31,456
039-500188	Telecommunications	\$ 14,053		\$ 14,053
047-500240	Own Forces Maint Build-Grn	\$ 235,259		\$ 235,259
048-500226	Contractual Maint Build-Grn	\$ 433,727		\$ 433,727
050-500109	Personal Service-Temp/Appointed	\$ 23,374		\$ 23,374
060-500602	Benefits	\$ 877,891		\$ 877,891
070-500704	In-State Travel Reimbursement	\$ 18,831		\$ 18,831
	Total	\$ 3,051,230	\$ -	\$ 3,051,230
	REVENUES			
	Total General Funds	\$ 3,051,230	\$ -	\$ 3,051,230

02-46-46-465510-66340000 Kitchen				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 881,272	\$ (129,129)	\$ 752,143
018-500106	Overtime	\$ 28,951	\$ 129,129	\$ 158,080
019-500105	Holiday Pay	\$ 26,610		\$ 26,610
020-500200	Current Expenses	\$ 95,044		\$ 95,044
021-500211	Food Institutions	\$ 2,810,491		\$ 2,810,491
022-500255	Rents - Leases Other than State	\$ 520		\$ 520
030-500331	Equipment New/Replacement	\$ 108,910		\$ 108,910
039-500188	Telecommunications	\$ 2,889		\$ 2,889
060-500602	Benefits	\$ 723,059		\$ 723,059
	Total	\$ 4,677,746	\$ -	\$ 4,677,746
	REVENUES			
	Total General Funds	\$ 4,677,746	\$ -	\$ 4,677,746

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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	\$ 3,823,217	\$ (331,753)	\$ 3,491,464
018-500106	Overtime	\$ 498		\$ 498
019-500105	Holiday Pay	\$ 493		\$ 493
020-500200	Current Expenses	\$ 6,803		\$ 6,803
022-500255	Rents - Leases Other than State	\$ 7,392		\$ 7,392
023-500291	Heat-Electricity-Water	\$ 687		\$ 687
030-500331	Equipment New/Replacement	\$ 9,518		\$ 9,518
039-500188	Telecommunications	\$ 14,286		\$ 14,286
050-500109	Personal Service-Temp/Appointed	\$ 37,112		\$ 37,112
057-500531	Books Periodicals Subscriptions	\$ 5,000		\$ 5,000
060-500602	Benefits	\$ 2,504,310	\$ (196,082)	\$ 2,308,228
070-500704	In-State Travel Reimbursement	\$ 99		\$ 99
102-500731	Contract for Program Services	\$ 2,500		\$ 2,500
230-500765	Interpreter Services	\$ 448		\$ 448
	Total	\$ 6,412,363	\$ (527,835)	\$ 5,884,528
	REVENUES			
	Total General Funds	\$ 6,412,363	\$ (527,835)	\$ 5,884,528

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EXPLANATION

The Department requests to transfer \$7,830,768 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 \$7,038,328 as a result of departmental vacancies through 16 pay periods. 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 \$13,053,517 at this time. Of this estimated deficit, \$7,830,768 will be resolved by this fiscal transfer. The remaining \$5,222,749 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 \$792,440 due to existing position vacancies.

Transfer \$7,038,328 from Class 010 *Personal Services-Permanent*:

- \$ 2,260,512 from accounting unit 3372 NH State Prison for Men
- \$ 1,119,392 from accounting unit 3373 Northern NH Correctional Fclty
- \$ 1,203,856 from accounting unit 3374 NH Correctional Facility/Women
- \$ 85,738 from accounting unit 4106 Concord Transitional Work Ctr
- \$ 142,611 from accounting unit 5172 Shea Farm-Transitional Housing
- \$ 50,547 from accounting unit 5541 Classifications & Offender Records
- \$ 398,608 from accounting unit 5833 Secure Psychiatric Unit
- \$ 187,671 from accounting unit 5928 Business Information Unit
- \$ 126,195 from accounting unit 5929 Professional Standards
- \$ 100,945 from accounting unit 6632 Maintenance
- \$ 129,129 from accounting unit 6634 Kitchen
- \$ 30,653 from accounting unit 7101 Commissioner's Office
- \$ 102,027 from accounting unit 7874 Calumet-Transitional Housing
- \$ 354,870 from accounting unit 8231 Mental Health
- \$ 331,753 from accounting unit 8232 Programs
- \$ 177,020 from accounting unit 8235 Residential Treatment Program
- \$ 192,613 from accounting unit 8300 Financial Services
- \$ 32,065 from accounting unit 8301 Human Resources
- \$ 12,123 from accounting unit 8360 Security & Training

Transfer \$792,440 from Class 060 *Benefits*:

- \$ 41,943 from accounting unit 5541 Classifications & Offender Records
- \$ 113,106 from accounting unit 5928 Business Information Unit
- \$ 47,936 from accounting unit 7101 Commissioner's Office
- \$ 235,107 from accounting unit 8231 Mental Health
- \$ 196,082 from accounting unit 8232 Programs
- \$ 133,734 from accounting unit 8300 Financial Services
- \$ 24,532 from accounting unit 8301 Human Resources

Transfer \$7,830,768 to Class 018 *Overtime*:

- \$3,391,595 to accounting unit 3372 NH State Prison for Men
- \$1,905,451 to accounting unit 3373 Northern NH Correctional Facility
- \$1,203,856 to accounting unit 3374 NH Correctional Facility/Women
- \$ 327,434 to accounting unit 4106 Concord Transitional Work Ctr
- \$ 142,611 to accounting unit 5172 Shea Farm-Transitional Housing
- \$ 343,186 to accounting unit 5833 Secure Psychiatric Unit
- \$ 100,945 to accounting unit 6632 Maintenance
- \$ 129,129 to accounting unit 6634 Kitchen
- \$ 102,027 to accounting unit 7874 Calumet-Transitional Housing
- \$ 177,020 to accounting unit 8235 Residential Treatment
- \$ 7,514 to accounting unit 8300 Financial Services

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 with the exception of Class 018 *Overtime* where any available balance is brought forward.
- G. Are personnel services involved?
No new positions are being funded by this transfer.

Respectfully Submitted,


Helen E. Hanks
Commissioner