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# New Hampshire Commission for Human Rights



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March 11, 2022

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

## REQUESTED ACTION

Authorize the Commission for Human Rights to accept and expend federal revenues, received from the U.S. Equal Employment Opportunity Commission (EEOC), in the amount of \$41,170 for the period of Governor and Council approval through September 30, 2022, and allocate the funds as shown below.  
100% Federal Funds.

<b>Enforcement, AU#10410000</b>				
<b>State Fiscal Year 2022</b>				
<b>Class-Account</b>	<b>Class Title</b>	<b>FY 2022 Adj. Authorized</b>	<b>Increase/ Decrease</b>	<b>Revised FY 2022 Adj. Authorized</b>
<b>Revenue</b>				
000-403735	Federal Funds	\$132,910	\$41,170	\$174,080
	General Funds	780,683		780,683
	Total Revenue	\$913,593	\$41,170	\$954,763
<b>Expenses</b>				
010-500100	Personal Services – Perm. Class	\$470,139		\$470,139
018-500106	Overtime	499		499
020-500200	Current Expenses	16,500	5,700	22,200
022-500248	Rents – Leases Other Than State	50,724		50,724
027-582703	Transfers to OIT	16,558		16,558
030-500301	Equipment New/Replacement	1,534	20,000	21,534
037-500174	Technology-Hardware	5,512		5,512
038-500175	Technology-Software	620		620
039-500188	Telecommunications	9,500		9,500

040-500800	Indirect Costs	6,122		6,122
041-500801	Audit Fund Set Aside	132	41	173
042-500620	Additional Fringe Benefits	0	7,575	7,575
049-584995	Transfers to Other State Agency	339		339
050-500109	Personal Service – Temp/Appoint	62,779		62,779
057-500535	Books, Periodicals, Subscriptions	2,750		2,750
060-500602	Benefits	252,673		252,673
062-500538	Workers Compensation	1,460		1,460
066-500543	Employee Training	534	2,000	2,534
069-500567	Promotional-Marketing Expense	868		868
070-500704	In-State Travel Reimbursement	5,400		5,400
080-500710	Out of State Travel Reimbursement	1,000		1,000
103-500739	Contracts for Op Services	5,200	4,854	10,054
230-500765	Interpreter Services	1,500	1,000	2,500
233-500774	Litigation	1,250		1,250
	Total Expenses	\$913,593	\$41,170	\$954,763

### EXPLANATION

The Commission's contract with the EEOC for the period October 1, 2020 through September 30, 2021 was awarded higher than budgeted. A significant portion of the Commission's federal revenue is derived by the expected number of case closures in the federal fiscal year multiplied by the EEOC approved reimbursement rate, currently \$800 per case for Federal Fiscal Year (FFY) 2021. The Commission was credited with an additional 35 case closures than budgeted and achieved completing these additional cases during the COVID-19 pandemic. Further, the Commission received \$1,000 for the Commission's Annual EEOC Engagement Proposal.

The funds will be budgeted as follows:

Class 030 – Equipment – Funds will be used to add any additional furniture needed to support office staff. The Commission will purchase audio and video equipment to create a hybrid hearing room to allow parties to participate in hearings providing additional flexibility.

Class 020 – Current Expenses – Funds will be used to purchase additional office supplies as the office staff has increased.

Class 041 – Audit Fund Set Aside per state requirements.

Class 042 – Post Retirement Benefits – the Commission recently learned of its obligation to contribute to post retirement to reimburse the general fund for payments for retirees' health insurance. This amount will satisfy the Commission's obligation for FY22.

Class 066 – Employee Training – Funds will be used to provide for targeted training from the Bureau of Education and Training and other sources.

Class 103 – Contracts for Program Services – Additional funds added to cover increased costs in Janitorial fees due to additional cleaning needs (i.e. added daily cleaning, deep cleaning of floors, carpets, etc.).

Class 230 – Interpreter Services – Additional funds added to cover translation services for documents, in-person meetings, or virtual/over-the-phone consultations.

Thank you for your consideration of this request.

Very truly yours,

A handwritten signature in cursive script that reads "Ahni Malachi". The signature is written in black ink and is positioned above the printed name and title.

Ahni Malachi  
Executive Director

AM/file