

STATE OF NEW HAMPSHIRE AUG 16 '22 PM 1:29 RCVD  
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION  
DIVISION OF ADMINISTRATION

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Concord, NH 03301

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Lindsey B. Courtney  
Executive Director



August 10, 2022

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

**REQUESTED ACTION**

Pursuant to RSA 94:3, the Office of Professional Licensure and Certification, requests approval for an annual salary increase for Lindsey B. Courtney, Executive Director, Position #9U603 in the amount of \$6,006.00, from a current salary of \$121,498.00 to a new annual of salary of \$127,504.00 effective upon the first day of the first pay period following Governor and Council approval. 100% Agency Funds.

**EXPLANATION**

RSA 94:3 "Yearly Service Increases" states in part: "upon recommendation of the appointing authority, the holder of any position mentioned in RSA 94:1-a shall be entitled to an annual increase in salary amounting to 1/6 of the difference between the minimum and maximum salary for said position but in no case shall the total salary exceed the maximum as herein established."

Ms. Courtney was appointed to her position on August 5, 2020 and is eligible to advance to the next step on the salary scale on August 5, 2022. She is currently being paid a Labor Grade II, Step 6.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Heather A. Kelley".

Heather A. Kelley  
Finance Director