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STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF PERSONNEL & INFORMATION
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NOV02'22 PM HELEN E. HANKS
COMMISSIONER

PAUL D. RAYMOND, JR.
ASSISTANT COMMISSIONER

61

October 31, 2022

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

REQUESTED ACTION

Pursuant to New Hampshire 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 NH Department of Corrections (NHDOC) to continue a fifteen percent (15%) base hourly wage enhancement to nursing staff currently paid under the N130 Institutional Nurse and A130 wage schedules for recruitment and retention purposes. This request is projected to increase funding by \$348,084 for the remaining 5½ months of fiscal year 2023. This enhancement shall commence on January 13, 2023, effective upon Governor and Executive Council approval through June 30, 2023. 100% General Funds.

EXPLANATION

NHDOC continues to experience difficulty in filling and retaining nursing positions with an average monthly vacancy rate of 17.9% in FY 2022 in a current labor market of 2.4% unemployment rate. As the nursing profession continues to face shortages due to burnout and stress from the COVID-19 pandemic, aging population, and the continuous challenge of attracting candidates to serve within in correctional environment, the Department seeks the continuation of the 15% enhancement to remain competitive with other state agencies and other healthcare organizations.

NHDOC has multiple geographic sites with nursing staff dedicated by site. The Department's staffing patterns do not provide a relief factor so vacancies further impact nursing time on site without accounting for planned or unplanned time off for filled positions. The Department's nursing staff are institutional registered nurses and licensed nursing assistants who are the front line of health services to the residents and patients housed within the facilities and the Secure Psychiatric Unit (SPU) and possess a vast and diverse set of responsibilities including but not limited to:

- Medical Emergency Response to Acute Episodes, Psychiatric Events, and Physical Assaults;
- Medication Administration and Compliance;
- Management of Chronic Care (e.g. Hypertension, Respiratory, Diabetes, Pain);
- Sick Call Triage to all levels of Classification of Offenders (Maximum Security to Minimum Security);
- Infirmery Care;
- Hospice Care;
- Assist with Elderly Offenders Activities of Daily Living;
- Medical Supplies Management;

- Detoxification Assessment and Monitoring;
- Management of Cancer Patients Care/Pain Needs;
- Facilitate Access for On-Site Clinics (e.g., Ophthalmology, Orthopedic, Radiology, and Laboratory Services).

When positions become vacant, the vacancies impact multiple levels of service delivery. The Department’s nursing staff requires specialized training to manage a correctional population and the criminogenic factors that result in incarceration. History has shown inequity with the private sector to be problematic for the State to be competitive in recruiting qualified nursing applicants that require the integration of security and nursing practices.

Table # 1, below, provides a monthly breakdown of the nursing vacancies across the Department and the average nursing vacancy rate. In FY 2022, the table demonstrates an average of ten (10) vacancies per month or 17.9%

Table # 1 – Monthly Nursing Vacancies for FY 2022

Table # 1			
FY 2022			
Month	Authorized Positions	Vacancies	Nursing Vacancy Rate
July	56	7	12.5%
August	56	7	12.5%
September	56	8	14.3%
October	56	8	14.3%
November	56	8	14.3%
December	56	10	17.9%
January	56	12	21.4%
February	56	13	23.2%
March	56	13	23.2%
April	56	14	25.0%
May	56	11	19.6%
June	56	9	16.1%
Average of Monthly Totals		10	17.9%

Table # 2 provides the list of nursing positions by title across all three (3) prison facilities, SPU, and service delivery for the four (4) transitional housing/work centers.

Table # 2 – Total Authorized Nursing Positions by Type in FY 2022

Position Title	# of Positions
Asst Dir. Of Nursing	1
LNA I	2
LPN II	1
Nurse Specialist	6
Nursing Coordinator	4
RN II	24
RN III	18
Total	56

Table # 3 reflects a current sample of the nursing positions that became vacant during FY 2022 with an average duration of time to fill a nursing vacancy of 6.9 months.

Table # 3 – Length of Time to Fill Vacancies – FY 2022-2023

Table # 3 FY 2022-2023 Nursing Vacancies				
Title	Position #	Vacant	Filled	Monthly Duration
Nurse Specialist	40709	10/21/2021	Open	12.3
Nursing Coordinator	16322	4/20/2022	7/1/2022	2.4
RN I, II & III	41523	1/21/2022	Open	9.3
RN I, II & III	18860	10/12/2021	4/1/2022	5.6
RN I, II & III	12893	2/23/2022	Open	8.2
RN I, II & III	12946	5/24/2022	Open	5.3
RN I, II & III	16316	4/8/2022	Open	6.8
RN I, II & III	16928	1/18/2022	Open	9.4
RN I, II & III	18858	1/21/2022	Open	9.3
RN I, II & III	30352	4/8/2022	4/29/2022	.70
RN I, II & III	41489	5/4/2022	7/1/2022	1.9
RN I, II & III	41491	2/13/2022	Open	8.5
RN I, II & III	41494	2/23/2022	Open	8.2
RN I, II & III	41497	3/13/2022	Open	7.6
RN I, II & III	41496	12/1/2021	Open	10.9
LNA	44291	3/24/2022	Open	7.3
LNA	44273	3/24/2022	7/15/2022	3.7
Average				6.9 Months

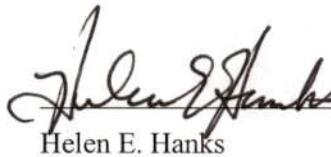
In a previously approved action by the Governor and Executive Council on December 18, 2020, Item # 41, the Department sought a 15% general funded enhancement for correctional nurses (e.g., registered nurses, licensed practical nurses, nursing coordinators, and nurse specialists) for the purpose of retention and recruitment with an approval through January 12, 2023.

According to the Bureau of Labor Statistics (BLS), [Registered Nurses \(bls.gov\)](https://www.bls.gov), the reported data released in March of 2022 for the mean annual salary for registered nurses in the U.S. was \$82,750, or \$39.78 per hour in 2021. With the current labor market and a competitive health care market to recruit and

attract qualified nurses in a correctional environment, retaining nursing personnel continues to be difficult. To maintain competitiveness, the Department sought an additional 15% ARPA funded enhancement to include licensed nursing assistants that equated to a cumulative retention incentive of 30%. Inclusive of the cumulative 30% enhancement, State of New Hampshire Registered Nurse III – Labor Grade 23, Step I is \$38.29 and is behind the national mean annual rate of \$39.78.

Therefore, the NHDOC seeks to continue the 15% general funded salary enhancement for the nursing positions for the Department that are compensated on the N130 Institutional Nurse and A130 wage schedules under the provisions of the NH Division of Personnel, code of Administrative Rules Per 904.01 and pursuant to RSA 99:8, Increases for Recruitment Purposes.

Respectfully Submitted,



Helen E. Hanks

Commissioner

Dept of Corrections
 FY 2023 Fiscal Impact of 15% Total Base Rate Enhancement

Nurse Pay Scale (N130)								
# of Positions	Title	LG	Step	Hourly Rate effective 7/1/22	Annual Rate	Annual Hazardous Duty Pay	Current Annual Salary	Annual Salary for # of Positions
1	Asst Dir. Of Nursing	29	5	45.29	88,316		88,316	88,316
1	Nursing Coordinator	27	8	47.32	102,211	1,620	103,831	103,831
1	Nursing Coordinator	27	7	45.29	97,826	1,620	99,446	99,446
2	Nursing Coordinator	27	6	43.43	93,809	1,620	95,429	190,858
1	Nurse Specialist	25	8	43.43	93,809	1,620	95,429	95,429
1	Nurse Specialist	25	6	39.80	85,968	1,620	87,588	87,588
1	Nurse Specialist	25	5	38.11	82,318	1,620	83,938	83,938
1	Nurse Specialist	25	4	36.50	78,840	1,620	80,460	80,460
1	Nurse Specialist	25	3	34.97	75,535	1,620	77,155	77,155
1	Nurse Specialist	25	1	30.73	66,377	1,620	67,997	67,997
4	RN III	23	9	41.55	89,748	1,620	91,368	365,472
5	RN III	23	7	38.11	82,318	1,620	83,938	419,688
3	RN III	23	6	36.50	78,840	1,620	80,460	241,380
1	RN III	23	5	40.22	86,875	1,620	88,495	88,495
3	RN III	23	4	33.51	72,382	1,620	74,002	222,005
2	RN III	23	1	29.46	63,634	1,620	65,254	130,507
4	RN II	21	8	36.50	78,840	1,620	80,460	321,840
4	RN II	21	7	34.97	75,535	1,620	77,155	308,621
2	RN II	21	6	33.28	71,885	1,620	73,505	147,010
4	RN II	21	5	31.95	69,012	1,620	70,632	282,528
1	RN II	21	4	30.65	66,204	1,620	67,824	67,824
1	RN II	21	3	29.46	63,634	1,620	65,254	65,254
2	RN II	21	2	28.26	61,042	1,620	62,662	125,323
6	RN II	21	1	27.16	58,666	1,620	60,286	361,714
1	LPN II	18	8	31.95	69,012	1,620	70,632	70,632
1	LNA I	18	9	23.03	49,745	1,620	51,365	51,365
1	LNA I	18	1	17.03	36,785	1,620	38,405	38,405
56								4,283,079

Enhanced Hourly Rate (@15%)	Annual Rate	Annual Hazardous Duty Pay	Current Annual Salary	Annual Salary for # of Positions
52.08	105,469		105,469	105,469
54.42	117,543	1,620	119,163	119,163
52.08	112,500	1,620	114,120	114,120
49.94	107,880	1,620	109,500	219,000
49.94	107,880	1,620	109,500	109,500
45.77	98,863	1,620	100,483	100,483
43.83	94,665	1,620	96,285	96,285
41.98	90,666	1,620	92,286	92,286
40.22	86,865	1,620	88,485	88,485
35.34	76,333	1,620	77,953	77,953
47.78	103,210	1,620	104,830	419,321
43.83	94,665	1,620	96,285	481,426
41.98	90,666	1,620	92,286	276,858
46.25	99,906	1,620	101,526	101,526
38.54	83,239	1,620	84,859	254,577
33.88	73,179	1,620	74,799	149,597
41.98	90,666	1,620	92,286	369,144
40.22	86,865	1,620	88,485	353,942
38.27	82,668	1,620	84,288	168,575
36.74	79,364	1,620	80,984	323,935
35.25	76,135	1,620	77,755	77,755
33.88	73,179	1,620	74,799	74,799
32.50	70,198	1,620	71,818	143,636
31.23	67,465	1,620	69,085	414,513
36.74	79,364	1,620	80,984	80,984
26.48	57,207	1,620	58,827	58,827
19.58	42,303	1,620	43,923	43,923
				4,916,082

FY 2023 Salary Difference	633,003
Pay Periods	11
FY 2023 Class 10 Salaries	257,890
Additional Retirement 33.88%	85,005
Additional Retirement 14.53%	1,015
Additional Social Security 6.2%	433
Additional Medicare 1.45%	3,739
FY 2023 Class 60 Benefits	90,194
Grand Total	348,084

2022 New Hampshire Local Area Unemployment Statistics

Released: October 27, 2022

Source: New Hampshire Employment Security, Economic & Labor Market Information Bureau, www.nhes.nh.gov/elmi

Estimates are Not Seasonally Adjusted

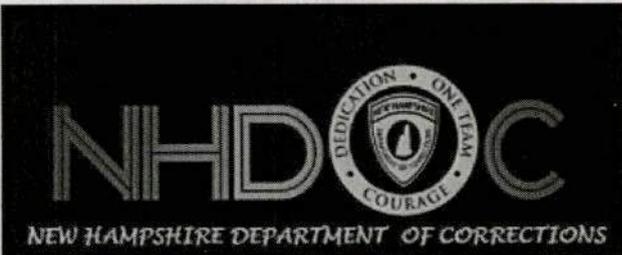
	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Ann Avg
New Hampshire													
Labor Force	757,940	761,760	763,430	753,830	758,430	772,500	779,200	783,060	770,210				
Employment	731,130	743,020	745,140	737,350	744,700	757,070	764,150	765,210	752,020				
Unemployment	26,810	18,740	18,290	16,480	13,730	15,430	15,050	17,850	18,190				
Rate	3.5%	2.5%	2.4%	2.2%	1.8%	2.0%	1.9%	2.3%	2.4%				

From: [Hanks, Helen](#)
To: [Hanson, Jonathan](#); [Stone, Lisa](#)
Cc: [Lind, Jennifer](#)
Subject: FW: FY 2023 Nursing Enhancement Pay - 15% general funded NHDOC portion
Date: Thursday, September 22, 2022 2:00:13 PM
Attachments: [image001.png](#)

From: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>
Sent: Thursday, September 22, 2022 1:57 PM
To: Hanks, Helen <Helen.E.Hanks@doc.nh.gov>
Cc: Meaney, Eileen <Eileen.P.Meaney@doc.nh.gov>
Subject: RE: FY 2023 Nursing Enhancement Pay - 15% general funded NHDOC portion
Greetings Commissioner
The Below request for Nurse Enhancement Pay of 15% is approved from 1-12-2023 to 1-12-2025.

From: Hanks, Helen <Helen.E.Hanks@doc.nh.gov> .
Sent: Monday, September 19, 2022 10:18 AM
To: 1-12-2023 to 1-12-2025: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>
Cc: Meaney, Eileen <Eileen.P.Meaney@doc.nh.gov>
Subject: FY 2023 Nursing Enhancement Pay - 15% general funded NHDOC portion
Dear Director Rudis,
I hope this message finds you well.

Pursuant to the expiration of the NHDOC General Funded 15% enhancement, I am requesting with the attached historical and current data which was provided in a recent G&C and Joint Fiscal Item, your continued support per state administrative rule Per 904.01.
Respectfully,
Helen

	<p><i>Helen E. Hanks, MM.</i> New Hampshire Department of Corrections Commissioner PO Box 1806 Concord, NH 03302 (Tel.) 603-271-5603 (Fax) 603-271-5643</p>
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