



Lori A. Weaver
Interim Commissioner

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

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April 12, 2023

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 21-I:54, authorize the Department of Health and Human Services, Office of the Commissioner, to **retroactively** extend one full-time temporary Planning Analyst/Data System, position 8T3108, salary grade 24, effective retroactive to April 14, 2023, upon Governor and Council approval through April 14, 2024. 100% Federal Funds.

Funds are available in the Refugee Services account as follows:

	<u>SFY23</u>	<u>SFY24</u>
05-095-95-950010-72090000-059-500117 Salary Temporary Employees	\$13,573	\$70,580
05-095-95-950010-72090000-060-500601 Benefits	<u>\$ 6,764</u>	<u>\$35,174</u>
Totals:	\$20,337	\$105,754

EXPLANATION

This is **retroactive** because the position is currently filled and the need to extend the position was overlooked. The Planning Analyst/Data System, position 8T3108 ended April 14, 2023. It is assigned to the Office of the Commissioner, Refugee Services. The purpose of the position is to oversee data collection and management procedures required by the federal Office of Refugee Resettlement related to refugee admissions, health, case management and employment, including ensuring the quality and timeliness of the data and preparation and dissemination of reports. The position is currently filled and the Office of the Commissioner wishes to continue this full-time position.

Respectfully Submitted,

Lori A. Weaver
Interim Commissioner