



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

JONATHAN K. HANSON
DIRECTOR

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April 18, 2023

The Honorable Ken Weyler, 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

1. Pursuant to the provisions of Chapter 91:70 Laws of 2021, the New Hampshire Department of Corrections respectfully requests permission to transfer \$1,000,000 among accounts listed on the attached detailed exhibit to reallocate appropriations and cover part-time shortfalls effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2023. 100% General Funds.
2. Pursuant to RSA 9:16-a, the New Hampshire Department of Corrections respectfully requests permission to transfer \$1,000,000 among accounts listed on the attached detailed exhibit to reallocate appropriations and cover estimated utility shortfalls effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2023. 100% General Funds.

Transfers are to occur from and within accounts listed on the attached detailed exhibits as follows:

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02-46-46-462510-59290000 Professional Standards				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,547,212	\$ (148,412)	\$ 1,398,800
011-500126	Personal Services - Unclassified	\$ 130,025		\$ 130,025
018-500106	Overtime	\$ 23,149		\$ 23,149
019-500105	Holiday Pay	\$ 3,976		\$ 3,976
020-500200	Current Expenses	\$ 19,473		\$ 19,473
022-500255	Rents - Leases Other than State	\$ 1,524		\$ 1,524
030-500331	Equipment New/Replacement	\$ 2,952		\$ 2,952
039-500188	Telecommunications	\$ 13,374		\$ 13,374
040-500800	Indirect Costs	\$ 11,562		\$ 11,562
041-500801	Audit Fund Set Aside	\$ 115		\$ 115
050-500109	Personal Service-Temp/Appointed	\$ 149,984	\$ -	\$ 149,984
057-500531	Books Periodicals Subscriptions	\$ 398		\$ 398
060-500602	Benefits	\$ 1,168,525		\$ 1,168,525
070-500704	In-State Travel Reimbursement	\$ 19,898		\$ 19,898
080-500714	Out of State Travel	\$ 100		\$ 100
102-500731	Contracts for Program Services	\$ 7,774		\$ 7,774
103-502664	Contracts for Operational Services	\$ 489		\$ 489
	Total	\$ 3,100,530	\$ (148,412)	\$ 2,952,118
	REVENUES			
	Total General Funds	\$ 3,100,530	\$ (148,412)	\$ 2,952,118

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	\$ 13,105,209	\$ (423,815)	\$ 12,681,394
011-500126	Personal Services - Unclassified	\$ 133,955		\$ 133,955
017-500147	FT Employees Special Payment	\$ 102,035		\$ 102,035
018-500106	Overtime	\$ 6,622,348		\$ 6,622,348
019-500105	Holiday Pay	\$ 455,873		\$ 455,873
020-500200	Current Expenses	\$ 156,117		\$ 156,117
022-500255	Rents - Leases Other than State	\$ 19,942		\$ 19,942
023-500291	Heat-Electricity-Water	\$ 2,501,023	\$ 245,000	\$ 2,746,023
024-500225	Maint Other Than Build-Grn	\$ 8,886		\$ 8,886
030-500331	Equipment New/Replacement	\$ 25,441		\$ 25,441
039-500188	Telecommunications	\$ 46,609		\$ 46,609
040-500800	Indirect Costs	\$ 118,679		\$ 118,679
041-500801	Audit Fund Set Aside	\$ 1,187		\$ 1,187
050-500109	Personal Service-Temp/Appointed	\$ 427,815	\$ -	\$ 427,815
060-500602	Benefits	\$ 11,841,834		\$ 11,841,834
068-500565	Remuneration	\$ 485,601		\$ 485,601
070-500704	In-State Travel Reimbursement	\$ 102,313		\$ 102,313
103-502664	Contracts for Operational Services	\$ 79,007		\$ 79,007
242-500787	Transportation of Inmates	\$ 5,061		\$ 5,061
	Total	\$ 36,238,935	\$ (178,815)	\$ 36,060,120
	REVENUES			
	Total General Funds	\$ 36,238,935	\$ (178,815)	\$ 36,060,120

02-46-46-463510-33730000 Northern NH Correctional Felty				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 6,574,926	\$ (164,009)	\$ 6,410,917
011-500126	Personal Services - Unclassified	\$ 125,820		\$ 125,820
017-500147	FT Employees Special Payment	\$ 54,066		\$ 54,066
018-500106	Overtime	\$ 3,341,766		\$ 3,341,766
019-500105	Holiday Pay	\$ 183,145		\$ 183,145
020-500200	Current Expenses	\$ 68,733		\$ 68,733
022-500255	Rents - Leases Other than State	\$ 3,559		\$ 3,559
023-500291	Heat-Electricity-Water	\$ 1,157,864	\$ 677,300	\$ 1,835,164
024-500225	Maint Other Than Build-Grn	\$ 9,945		\$ 9,945
030-500331	Equipment New/Replacement	\$ 29,794		\$ 29,794
039-500188	Telecommunications	\$ 49,799		\$ 49,799
040-500800	Indirect Costs	\$ 61,304		\$ 61,304
041-500801	Audit Fund Set Aside	\$ 613		\$ 613
050-500109	Personal Service-Temp/Appointed	\$ 167,009	\$ -	\$ 167,009
060-500602	Benefits	\$ 5,696,677		\$ 5,696,677
068-500565	Remuneration	\$ 247,047		\$ 247,047
070-500704	In-State Travel Reimbursement	\$ 70,271		\$ 70,271
102-500731	Contracts for Program Services	\$ 52,362		\$ 52,362
103-502664	Contracts for Operational Services	\$ 39,931		\$ 39,931
	Total	\$ 17,934,631	\$ 513,291	\$ 18,447,922
	REVENUES			
	Total General Funds	\$ 17,934,631	\$ 513,291	\$ 18,447,922

02-46-46-463510-33740000 NH Correctional Facility/Women				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 3,397,938	\$ (131,207)	\$ 3,266,731
011-500126	Personal Services - Unclassified	\$ 116,405		\$ 116,405
017-500147	FT Employees Special Payment	\$ 24,183		\$ 24,183
018-500106	Overtime	\$ 1,167,623		\$ 1,167,623
019-500105	Holiday Pay	\$ 105,752		\$ 105,752
020-500200	Current Expenses	\$ 49,156		\$ 49,156
022-500255	Rents - Leases Other than State	\$ 4,381		\$ 4,381
023-500291	Heat-Electricity-Water	\$ 372,577	\$ 30,000	\$ 402,577
024-500225	Maint Other Than Build-Grn	\$ 1,587		\$ 1,587
030-500331	Equipment New/Replacement	\$ 2,101		\$ 2,101
039-500188	Telecommunications	\$ 26,674		\$ 26,674
040-500800	Indirect Costs	\$ 27,509		\$ 27,509
041-500801	Audit Fund Set Aside	\$ 275		\$ 275
050-500109	Personal Service-Temp/Appointed	\$ 133,707	\$ -	\$ 133,707
060-500602	Benefits	\$ 3,355,199		\$ 3,355,199
068-500565	Remuneration	\$ 71,804		\$ 71,804
070-500704	In-State Travel Reimbursement	\$ 6,865		\$ 6,865
102-500731	Contracts for Program Services	\$ 173,089		\$ 173,089
103-502664	Contracts for Operational Services	\$ 8,700		\$ 8,700
	Total	\$ 9,045,526	\$ (101,207)	\$ 8,944,319
	REVENUES			
	Total General Funds	\$ 9,045,526	\$ (101,207)	\$ 8,944,319

02-46-46-464010-83020000 District Offices				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 6,854,814		\$ 6,854,814
011-500126	Personal Services - Unclassified	\$ 119,273		\$ 119,273
018-500106	Overtime	\$ 2,398		\$ 2,398
019-500105	Holiday Pay	\$ 299		\$ 299
020-500200	Current Expenses	\$ 89,955		\$ 89,955
022-500255	Rents - Leases Other than State	\$ 458,867		\$ 458,867
023-500291	Heat-Electricity-Water	\$ 24,557	\$ 11,000	\$ 35,557
024-500225	Maint Other Than Build-Grn	\$ 528		\$ 528
030-500331	Equipment New/Replacement	\$ 77,159		\$ 77,159
039-500188	Telecommunications	\$ 121,036		\$ 121,036
040-500800	Indirect Costs	\$ 16,120		\$ 16,120
041-500801	Audit Fund Set Aside	\$ 161		\$ 161
048-500226	Contractual Maint Build-Grn	\$ 61,349		\$ 61,349
050-500109	Personal Service-Temp/Appointed	\$ 12,535		\$ 12,535
057-500531	Books Periodicals Subscriptions	\$ 1,169		\$ 1,169
060-500602	Benefits	\$ 4,704,089		\$ 4,704,089
068-500565	Remuneration	\$ 1,500		\$ 1,500
070-500704	In-State Travel Reimbursement	\$ 93,204		\$ 93,204
080-500714	Out of State Travel	\$ 100		\$ 100
102-500731	Contracts for Program Services	\$ 59,375		\$ 59,375
103-502664	Contracts for Operational Services	\$ 2,966		\$ 2,966
	Total	\$ 12,701,455	\$ 11,000	\$ 12,712,455
	REVENUES			
	Total General Funds	\$ 12,701,455	\$ 11,000	\$ 12,712,455

02-46-46-464510-41060000 Concord Transitional Work Ctr				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 598,783	\$ (32,802)	\$ 565,981
017-500147	FT Employees Special Payment	\$ 5,955		\$ 5,955
018-500106	Overtime	\$ 253,640		\$ 253,640
019-500105	Holiday Pay	\$ 24,778		\$ 24,778
020-500200	Current Expenses	\$ 5,854		\$ 5,854
022-500255	Rents - Leases Other than State	\$ 1,723		\$ 1,723
024-500225	Maint Other Than Build-Grn	\$ 62,344		\$ 62,344
023-500291	Heat-Electricity-Water	\$ 528	\$ 3,500	\$ 4,028
030-500331	Equipment New/Replacement	\$ 23,953		\$ 23,953
039-500188	Telecommunications	\$ 2,679		\$ 2,679
040-500800	Indirect Costs	\$ 4,008		\$ 4,008
041-500801	Audit Fund Set Aside	\$ 41		\$ 41
050-500109	Personal Service-Temp/Appointed	\$ 33,302	\$ -	\$ 33,302
060-500602	Benefits	\$ 618,992		\$ 618,992
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	\$ 1,768,830	\$ (29,302)	\$ 1,739,528
	REVENUES			
	Total General Funds	\$ 1,768,830	\$ (29,302)	\$ 1,739,528

02-46-46-464510-78740000 Calumet House				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 662,005		\$ 662,005
017-500147	FT Employees Special Payment	\$ 4,439		\$ 4,439
018-500106	Overtime	\$ 256,477		\$ 256,477
019-500105	Holiday Pay	\$ 22,739		\$ 22,739
020-500200	Current Expenses	\$ 5,997		\$ 5,997
022-500255	Rents - Leases Other than State	\$ 1,687		\$ 1,687
023-500291	Heat-Electricity-Water	\$ 52,585	\$ 6,200	\$ 58,785
024-500225	Maint Other Than Build-Grn	\$ 528		\$ 528
039-500188	Telecommunications	\$ 4,612		\$ 4,612
040-500800	Indirect Costs	\$ 5,892		\$ 5,892
041-500801	Audit Fund Set Aside	\$ 59		\$ 59
060-500602	Benefits	\$ 546,992		\$ 546,992
070-500704	In-State Travel Reimbursement	\$ 4,717		\$ 4,717
103-502664	Contracts for Operational Services	\$ 4,215		\$ 4,215
	Total	\$ 1,572,944	\$ 6,200	\$ 1,579,144
	REVENUES			
	Total General Funds	\$ 1,572,944	\$ 6,200	\$ 1,579,144

02-46-46-465010-82340000 Medical - Dental				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 4,848,043	\$ (99,755)	\$ 4,748,288
011-500126	Personal Services - Unclassified	\$ -		\$ -
012-500128	Personal Services - Unclassified	\$ 126,111		\$ 126,111
018-500106	Overtime	\$ 344,653		\$ 344,653
019-500105	Holiday Pay	\$ 71,984		\$ 71,984
020-500200	Current Expenses	\$ 217,296		\$ 217,296
022-500255	Rents - Leases Other than State	\$ 5,051		\$ 5,051
030-500331	Equipment New/Replacement	\$ 188,599		\$ 188,599
039-500188	Telecommunications	\$ 25,736		\$ 25,736
040-500800	Indirect Costs	\$ 28,825		\$ 28,825
041-500801	Audit Fund Set Aside	\$ 289		\$ 289
050-500109	Personal Service-Temp/Appointed	\$ 100,755	\$ -	\$ 100,755
057-500531	Books Periodicals Subscriptions	\$ 199		\$ 199
060-500602	Benefits	\$ 3,015,708		\$ 3,015,708
070-500704	In State Travel Reimbursement	\$ 6,051		\$ 6,051
101-500729	Medical Payments to Providers	\$ 10,990,514		\$ 10,990,514
102-500731	Contracts for Program Services	\$ 18,233		\$ 18,233
103-502664	Medical Payments to Providers	\$ 4,868		\$ 4,868
230-500765	Interpreter Services	\$ 828		\$ 828
	Total	\$ 19,993,742	\$ (99,755)	\$ 19,893,987
	REVENUES			
	Total General Funds	\$ 19,993,742	\$ (99,755)	\$ 19,893,987

02-46-46-463010-66350000 Warehouse				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 359,214		\$ 359,214
018-500106	Overtime	\$ 800		\$ 800
019-500105	Holiday Pay	\$ 117		\$ 117
020-500200	Current Expenses	\$ 610,051		\$ 610,051
022-500255	Rents - Leases Other than State	\$ 3,065		\$ 3,065
023-500291	Heat-Electricity-Water	\$ 68,291	\$ 27,000	\$ 95,291
030-500331	Equipment New/Replacement	\$ 10,224		\$ 10,224
039-500188	Telecommunications	\$ 5,240		\$ 5,240
040-500800	Indirect Costs	\$ 1,438		\$ 1,438
041-500801	Audit Fund Set Aside	\$ 14		\$ 14
050-500109	Personal Service-Temp/Appointed	\$ 25,166		\$ 25,166
060-500602	Benefits	\$ 276,720		\$ 276,720
070-500704	In-State Travel Reimbursement	\$ 5,296		\$ 5,296
103-502664	Contracts for Operational Services	\$ 2,076		\$ 2,076
	Total	\$ 1,367,711	\$ 27,000	\$ 1,394,711
	REVENUES			
	Total General Funds	\$ 1,367,711	\$ 27,000	\$ 1,394,711

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EXPLANATION

The Department requests to transfer \$2,000,000 among various General Fund accounting units, Class 010 *Personal Services-Permanent*, Class 023 *Heat-Electricity-Water*, and Class 50 *Personal Services-Temporary* as summarized in the attached detail to address current and anticipated deficits in Class 23 *Heat-Electricity-Water* in various accounting units.

Class 010 *Personal Services-Permanent* has an estimated net surplus of \$1,000,000 as a result of departmental vacancies. Critical needs exist to fill both security and other direct care positions.

Class 023 *Heat-Electricity-Water* has an estimated deficit of \$1,000,000 at this time. The percentage increase forecasted during the FY 2022-2023 Agency Phase of the budget process could not account for the unprecedented and unpredictable volatility of utilities.

Class 050 *Personal Services-Temporary* will have an estimated \$1,000,000 surplus after the Class 10 *Personal Services-Permanent* transfer to address the Class 23 *Heat-Electricity-Water* deficit.

Transfer \$1,000,000 from Class 010 *Personal Services-Permanent*:

- \$ 423,815 from accounting unit 3372 NH State Prison for Men
- \$ 164,009 from accounting unit 3373 Northern NH Correctional Fclty
- \$ 131,207 from accounting unit 3374 NH Correctional Facility/Women
- \$ 32,802 from accounting unit 4106 Concord Transitional Work Ctr
- \$ 148,412 from accounting unit 5929 Professional Standards
- \$ 99,755 from accounting unit 8234 Medical-Dental

Transfer \$1,000,000 from 050 *Personal Services-Temporary*:

- \$ 423,815 from accounting unit 3372 NH State Prison for Men
- \$ 164,009 from accounting unit 3373 Northern NH Correctional Fclty
- \$ 131,207 from accounting unit 3374 NH Correctional Facility/Women
- \$ 32,802 from accounting unit 4106 Concord Transitional Work Ctr
- \$ 148,412 from accounting unit 5929 Professional Standards
- \$ 99,755 from accounting unit 8234 Medical-Dental

Transfer \$1,000,000 to Class 023 *Heat-Electricity-Water*:

- \$ 245,000 to accounting unit 3372 NH State Prison for Men
- \$ 677,300 to accounting unit 3373 Northern NH Correctional Fclty
- \$ 30,000 to accounting unit 3374 NH Correctional Facility/Women
- \$ 3,500 to accounting unit 4106 Concord Transitional Work Ctr
- \$ 27,000 to accounting unit 6635 Warehouse
- \$ 6,200 to accounting unit 7874 Calumet House
- \$ 11,000 to accounting unit 8302 District Offices

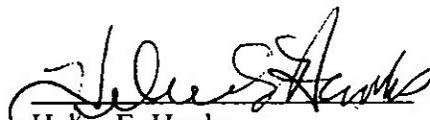
Transfer \$1,000,000 to Class 050 *Personal Services-Temporary*:

- \$ 423,815 to accounting unit 3372 NH State Prison for Men
- \$ 164,009 to accounting unit 3373 Northern NH Correctional Facility
- \$ 131,207 to accounting unit 3374 NH Correctional Facility/Women
- \$ 32,802 to accounting unit 4106 Concord Transitional Work Ctr
- \$ 148,412 to accounting unit 5929 Professional Standards
- \$ 99,755 to accounting unit 8234 Medical-Dental

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.
NA
- 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.
- G. Are personnel services involved?
No new positions are being funded by this transfer.

Respectfully Submitted,



Helen E. Hanks

Commissioner