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# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street – Room 120

Concord, New Hampshire 03301

(603) 271-3201 | [Office@das.nh.gov](mailto:Office@das.nh.gov)

Charles M. Arlinghaus  
Commissioner

Catherine A. Keane  
Deputy Commissioner

Sheri L. Rockburn  
Assistant Commissioner

October 4, 2023

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

## REQUESTED ACTION

Pursuant to RSA 94:1-a, III, authorize the Department of Administrative Services, on behalf of the Veterans Home and the Department of Health and Human Services, to increase the salaries of the unclassified employees listed below to establish a \$1,000 differential above a subordinate classified employee, effective the first day of the pay period following approval of the Governor and Executive Council.

## EXPLANATION

*RSA 94:1-a, III states: any official whose salary upon placement in the new salary range is less than that of a subordinate classified employee shall be placed at the next higher step in range above said classified employee and shall be entitled to any increase provided for herein until the maximum provided herein is reached. However, in the event that the maximum of the unclassified position is less than the salary of said subordinate classified employee, the governor and council is authorized to increase the maximum of the unclassified position in an amount to provide a differential of not more than \$1,000.*

The Department of Administrative Services, Division of Personnel, performed a statewide audit of unclassified employees to determine if any unclassified employees had salaries less than their highest paid classified subordinate. The audit revealed positions that, with approval of Governor and Council, the agency can increase the maximum salary of the unclassified position to an amount that provides a differential of not more than \$1,000. The Division of Personnel reached out to the impacted agencies and received supporting letters from the Veterans Home and the Department of Health and Human Services for two employees. The supporting letters are attached.

The two requests for your consideration are as follows:

- Director, Sununu Youth Services Center, Gerald Rocha, from \$121,751 to \$124,614
- Commandant, Veterans Home, Kimberly MacKay, from \$137,878 to \$178,840

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Charles M. Arlinghaus', written in a cursive style.

Charles M. Arlinghaus  
Commissioner



Lori A. Weaver  
Commissioner

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

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-9200 1-800-852-3345 Ext. 9200  
Fax: 603-271-4912 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

October 4, 2023

Charles M. Arlinghaus, Commissioner  
Department of Administrative Services  
State House Annex – 25 Capital Street  
Concord, New Hampshire 03301

Dear Commissioner Arlinghaus:

Pursuant to the provisions of RSA 94:1-a Salaries Established, the Department of Health and Human Services (DHHS) seeks approval for an increase in compensation for position number 9U417, Director, Sununu Youth Services Center, incumbent Gerald Rocha, from \$121,751 to \$124,614.

This change is being requested to meet the provisions of RSA 94:1-a, III, which states "Racing commissioners, lottery commissioners, and the state entomologist only excepted, any official whose salary upon placement in the new salary range is less than that of a subordinate classified employee shall be placed at the next higher step in range above said classified employee and shall be entitled to any increase provided for herein until the maximum provided herein is reached. However, in the event that the maximum of the unclassified position is less than the salary of said subordinate classified employee, the governor and council is authorized to increase the maximum of the unclassified position in an amount to provide a differential of not more than \$1,000."

The highest paid subordinate classified employee at the Sununu Youth Services Center is position 11612, Nursing Coordinator, LG 27, with an annual salary of \$123,614.40. The Director is placed at maximum step in salary grade GG, which is an annual salary of \$121,751. The requested increase would provide a differential of not more than \$1,000 between the Director and the highest paid subordinate classified employee.

Thank you for your consideration. I hope this request may be acted upon favorably and as soon as possible.

Sincerely,

A handwritten signature in black ink that reads "Lori A. Weaver".

Lori A. Weaver  
Commissioner

Enclosure



## New Hampshire Veterans Home

139 Winter St.  
Tilton, NH 03276



Kimberly M. MacKay

Commandant

August 21, 2023

Telephone: (603) 527-4400

Fax : (603) 286-3689

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

### REQUESTED ACTION

The New Hampshire Veterans Home respectfully requests, pursuant to RSA 94:1-a, III that the Governor and Executive Council authorize the increase of salary of Kimberly M. MacKay, Commandant, position number 9U102 (an unclassified position at Labor Grade HH) to establish a \$1,000 differential above one of four subordinate classified employees, effective upon the Governor and Council approval at the annual salary of \$178,840.00. The raise State employees received in July of 2023, along with the additional base wage increase of all nursing staff has increased the highest classified salary to \$177,840. Therefore, we are requesting an increase of \$40,962 to the current approved salary of \$137,878, which is over the maximum step of the unclassified salary chart for Labor Grade HH. Governor and Council approval will appropriately move the Commandant's salary above four subordinate employees to \$178,840 annually. (9U102, appropriation 05-43-43-0430010-53590000-500126-011). Funding is 29% General Funds; 39% Federal Funds; 32% Other Funds.

### EXPLANATION

*RSA 94:1-a, III states ...any official whose salary upon placement in the new salary range is less than that of a subordinate classified employee shall be placed at the next higher step in range above said classified employee and shall be entitled to any increase provided for herein until the maximum provided herein is reached. However, in the event that the maximum of the unclassified position is less than the salary of said subordinate classified employee, the governor and council is authorized to increase the maximum of the unclassified position in an amount to provide a differential of not more than \$1,000.*

There are currently **four** classified employees at the New Hampshire Veterans Home who earn an annual salary above that of the Commandant's current approved salary of \$137,878 annually. These four classified positions range from Labor Grades 27 to 34 and are at various steps on the wage schedules. One subordinate classified employee reporting directly to the Commandant is compensated at Labor Grade 34, Step 6 (N130\_30 pay scale) and now earns a base annual salary of \$177,840, which far exceeds the top step of the Commandant's unclassified Labor Grade HH. The raise State employees received in July of 2023 increased four classified employees to a current salary exceeding the top step of the Commandant's unclassified Labor Grade of HH, with one direct subordinate earning \$177,840. The provisions of RSA 94:1-a, III contemplate that the salary of a superior unclassified employee that would otherwise be less than that of a classified subordinate employee may exceed that of the subordinate employee up to \$1,000, with the Governor and Executive Council approval. The New Hampshire Veterans Home is respectfully seeking approval from the Governor and Executive Council to compensate this unclassified position at \$1,000 per year above the classified subordinate.

Respectfully submitted,

Paul J. Lloyd, Chairman  
Board of Managers  
New Hampshire Veterans Home

PL/ef