

mac



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street - Room 100
Concord, New Hampshire 03301
(603) 271-3201 | Office@das.nh.gov

184

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

December 6th, 2023

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

Dear Governor Sununu and Members of the Executive Council:

I am pleased to present the Seventy-Second Annual Report for the Division of Personnel of the Department of Administrative Services for Fiscal Year 2023. This report is submitted in accordance with the provisions of RSA 21-I:42, VII.

Respectfully submitted,

Charles M. Arlinghaus
Commissioner

Lorie A. Rudis, Director
Director, Division of Personnel

State of New Hampshire
Fiscal Year 2023 Annual Report
Department of Administrative Services
Division of Personnel



Q1: Teamwork



Q2: Growth



Q3: Diversity



**Q4: Constructive -
Attitude**





**State of New Hampshire
Department of Administrative Services
Division of Personnel**

**2023 Annual Report
Fiscal Year Ended June 30, 2023**

Pursuant to RSA 21-I:42 and RSA 21-I:54

Charles M. Arlinghaus, Commissioner
Lorrie A. Rudis, Director of Personnel

Christopher T. Sununu, Governor
Joseph D. Kenney, Executive Councilor
Theodore L. Gatsas, Executive Councilor
Janet Stevens, Executive Councilor
Cinde Warmington, Executive Councilor
David K. Wheeler, Executive Councilor

54 Regional Drive, Suite 5
Concord, New Hampshire 03301

<https://das.nh.gov/hr>

TABLE OF CONTENTS

GENERAL SUMMARY	4
OVERVIEW	5
ORGANIZATIONAL STRUCTURE	9
EXECUTIVE BRANCH AT A GLANCE	11
EMPLOYEES BY CATEGORY (FILLED POSITIONS)	12
POSITIONS BY CATEGORY	12
DEMOGRAPHICS	13
EMPLOYEES BY GENDER AND EEO CATEGORY	17
EMPLOYEES BY GENERATION	18
EMPLOYEES BY AGE	19
EMPLOYEES BY YEARS OF SERVICE	20
EMPLOYEES BY AGE AND LABOR GRADE	20
EMPLOYEES BY COUNTY	21
EMPLOYEES BY TYPE AND AGENCY	24
EMPLOYEE STATISTICS BY AGENCY WITH 10 OR MORE EMPLOYEES	26
EMPLOYEE PAID LEAVE	27
ANNUAL AND SICK LEAVE USAGE BY AGENCY WITH 10 OR MORE EMPLOYEES	28
ADDITIONAL PROGRAMS	29
COMPENSATION	33
AVERAGE SALARY BY AGENCY	34
AVERAGE SALARY BY YEARS OF SERVICE*	36
AVERAGE SALARY BY EEO CATEGORY*	36
DISTRIBUTION OF EMPLOYEES BY LABOR GRADE STEP*	37
COST OF LONGEVITY*	38
POSITION STATISTICS	39
FILLED AND TOTAL FULL-TIME PERMANENT CLASSIFIED POSITIONS*	41
POSITIONS BY EEO OCCUPATION GROUP	42
CLASSIFIED FULL-TIME PERMANENT POSITIONS BY AGENCY	43
FULL-TIME SEASONAL POSITIONS BY AGENCY	44
FULL-TIME TEMPORARY POSITIONS BY AGENCY	45
TURNOVER	48
TURNOVER OF CLASSIFIED EMPLOYEES	49
TURNOVER OF CLASSIFIED EMPLOYEES	50
DISTRIBUTION OF SEPARATED EMPLOYEES BY LENGTH OF SERVICE*	53
RATE OF SEPARATION BY LENGTH OF SERVICE	54
EMPLOYEE SEPARATION FROM SERVICE BY REASON	55
VACANCY RATE FOR FULL-TIME POSITIONS BY AGENCY	58
VACANT POSITIONS ON JUNE 30, 2020, BY NUMBER OF DAYS VACANT BY POSITION TYPE	59
VACANT FULL-TIME POSITIONS ON JUNE 30, 2020, BY NUMBER OF DAYS VACANT	60
VACANCY RATE ON JUNE 30, 2023, BY POSITION TYPE	61
RETIREMENT ELIGIBILITY	63
EXECUTIVE BRANCH - GROUP 1 EMPLOYEES	64
EXECUTIVE BRANCH - GROUP 2 EMPLOYEES	67
DIVISION OF PERSONNEL WORK ACTIVITIES	69
CENTRAL HUMAN RESOURCES PROCESSING OPERATIONS UNIT	70
CLASSIFICATION UNIT	78
BUREAU OF EMPLOYEE RELATIONS	95
BUREAU OF EDUCATION AND TRAINING	102

DIVISION OF PERSONNEL

GENERAL SUMMARY

Authority

RSA Chapter 21-I: 42-44

RSA Chapter 21-I: 54-57

Federal Merit System Standards

Mission

Establish and promote best practices in human resources through training and operational efficiency making the State of New Hampshire an employer of choice.

Location

54 Regional Drive, Suite 5
Concord, NH 03301

Staff Composition

24 Full-time classified positions (1 vacancies)

7 Part-time positions (no vacancies) – excluding Personnel Appeals Board positions.

5 Unclassified positions (no vacancies)

Fiscal Year 2023 Appropriation

DOP Appropriation (Except BET)	\$2,423,024	General Funds	\$608,363	Agency Income
-----------------------------------	-------------	---------------	-----------	---------------

BET Appropriation	\$0	General Funds	\$555,098	Agency Income
-------------------	-----	---------------	-----------	---------------

Personnel Appeals Board

RSA 21-I:45 authorizes the Governor and Executive Council to appoint five (5) members to serve three (3) year terms on the New Hampshire Personnel Appeals Board (PAB). The members serving on the Board during Fiscal Year 2023 (FY 23) were Jason Major, Marilee Nihan, Norman Patenaude, and Gail Wilson.

OVERVIEW

The Division of Personnel (Division) was established in 1989 to manage a centralized state system of personnel administration. As such, the Division is tasked with establishing and enforcing appropriate methods of recruitment, appointment, compensation, promotion, transfer, removal, layoff, evaluation, and discipline of state employees. The Division is also responsible for preparing and overseeing the State classification system and allocating each classified position to an appropriate classification title based on job duties and level of responsibility, administering all collective bargaining agreements with representatives of classified employees, and providing training programs for state agencies. The Division also conducts investigations of complaints of harassment and general misconduct, sets statewide human resources (HR) policy, and supports the Personnel Appeals Board (PAB). In performance of these duties, the Division serves a valuable role in maintaining a fair, equitable, and comprehensive system of personnel administration for the State and supporting the success of each agency and each employee.

On February 1, 2020, the Division issued a report to the Governor, the Speaker of the House, and the Senate President on key steps to modernize the State's personnel management practices: *Modernizing New Hampshire State Government's Personnel Management Practices* (February 1, 2020). The report highlighted the following four specific areas for improvement of the State's current personnel management structures and practices:

- 1) Develop statewide personnel policies and standard operating procedures, including standard forms and letters, to drive consistency and legal compliance.
- 2) Reorganize human resources functions to train staff to a high-level of expertise in certain roles and consolidate resources across smaller agencies to better serve all agencies and employees.
- 3) Simplify the set of position types and job classifications used in state government and better align with federal job definitions, establish salaried professional and managerial positions in the classified ranks, and allow more flexibility at the agency level in managing positions and hiring/retaining staff; and
- 4) Review and adjust the legal foundation of the personnel system, namely the collection of state laws, administrative rules, and collective bargaining agreements, to reduce complexity and support the above objectives.

In accordance with these objectives, the Division accomplished the following goals in FY 23:

- Produced a Hiring Manager Manual to assist agency hiring managers in the efficient review and processing of applications in NH FIRST.
- Created and published policies for Paid Family Leave and Family Medical Leave.
- Expanded the reach of the standardized Day One Orientation for new employees. Currently, 23 agencies participate in this program. This is more than double the amount from the prior year.
- Continued to provide focused trainings to state HR staff by functional role.

- Further defined an overall strategy for a revised Classification Plan and System for the State, including new procedures to consolidate position titles and mapping of current positions to the new system of titles through several pilot projects.
 - Completed Phase Two of Classification project (all class specifications cross-walked to align with SOC).
 - Converted all existing Class Specifications to standardized Broad Group Specification based on O*Net data.
 - Created new occupational based wage schedules to align with position SOC Major Groups.
- Expanded the reach of the Human Resources Support Unit (HRSU), which provides HR support services for small to medium-sized agencies that are unable to maintain a comprehensive fully trained HR office. Currently, 10 agencies have agreements with the HRSU.
- Extended the Statewide Recruitment Unit, which assists agencies with certifying applicants and filling vacant positions. The Recruitment Unit has:
 - Trained HR staff on more efficient hiring processes;
 - Trained over 100 statewide hiring managers on more efficient hiring processes;
 - Used sourcing methods from recruitment partners to reach out to thousands of applicants to increase application submissions and the quality of the submissions; and
 - Established partnerships with various recruitment stakeholders.
- Continued to facilitate recruitment and retention incentive programs through updates to policies and the monitoring of the program.
- Continued to facilitate multiple infants being brought into numerous agencies under the Infants in the Workplace policy.
- Continued the Respect in the Workplace program with a focus on values.
- Expanded Work Force Management (WFM) to now include the Department of Safety in addition to the Department of Corrections.
- The Bureau of Education and Training (BET) has provided for fee learning and developing services to 1,452 public sector and non-profit employees, of which 1,272 were employees of the State of New Hampshire.

BET successfully delivered and supported the following programs (by category):

- Certificate Programs
 - BET Certified Public Manager (CPM)
 - Supervisory Academy (SA) (Pre-requisite for CPM)
 - Lean Process Improvement – White Belt
 - Lean Process Improvement – Yellow Belt
 - Lean Process Improvement – Green Belt
 - Lean Process Improvement – Black Belt
 - State of New Hampshire Trainer Certification Program

- Compliance training programs:
 - 2023 Sexual Harassment Training
 - 2023 Respect and Civility in the Workplace Training (Online)
 - 2023 Respect and Civility in the Workplace Training (New, In-person)
 - 2023 Statewide Computer Usage Policy Training

- Online Training Modules
 - Office of Professional Licensure and Certification and Department of Justice Wynn E. Arnold & Elyse S. Alkalay - Administrative Law Web Series
 - Business and Economic Affairs – Equal Opportunity Act Training
 - Department of Transportation – Work zone Safety Training
 - Department of Natural and Cultural Resources – - Supervisor & Manager Training (2023 State of NH – Park Manager University)
 - Department of Environmental Services – 2023 Wastewater Manager University
 - Department of Health and Human Services – Involuntary Emergency Admission Training

- Professional Development Programs
 - Excel II - Online
 - Time Management
 - Managing at a Distance
 - Effective Meetings
 - Delivering Constructive Criticism
 - Excel III - Online
 - Managing Difficult Employees
 - Motivating Employees
 - Surveys, Focus Groups and Data Collection
 - Strategic Planning
 - Conflict Resolution
 - Public Speaking, I
 - Customer Service
 - Leading and Navigating Change
 - Effective Teams
 - Public Speaking II
 - Business Etiquette
 - Dealing with Strong Emotions
 - Business Writing
 - Strategies for Dealing w/ Troubled, Toxic or Negative People
 - Business Etiquette

- BET provided Diversity, Equity and Inclusion (DEI) training to over 500 Department of Environmental Services Employees.

In addition, the Division continues its efforts to improve NH FIRST, the State's HR Management Information System, to enhance functionality and improve user experience, automate standard work processes, and improve compliance auditing.

Finally, the Division is increasing the use of metrics to monitor the efficiency of HR operations and identify opportunities for improved training, re-engineering of processes and determining appropriate staffing levels to ensure quality service and support to our agency HR business partners. For example, the Division utilizes two years of quarterly data on turnover and vacancy rates to identify trends in market changes impacting state employment. Additional key metrics used to evaluate performance include:

- Percent of annual employee evaluations completed.
- Percent of recurring customers for Bureau of Education and Training (BET) trainings.
- Average length of vacancy for positions (indicates potential difficulty in hiring).
- Number of days from posting a position to hire date; and
- Turnover rate for new hires (less than 2 years) relative to all employees.

The Division is committed to continuous improvement of the State's personnel system to meet the ever-changing needs of state agencies and workforce. Although multiple factors can inhibit growth, positive results are increasing with collective participation, cooperation and multiple partnerships between the Division and our internal and external business partners.

ORGANIZATIONAL STRUCTURE

DIRECTOR

The Director of the Division of Personnel oversees all activities conducted by the Division with the assistance of the Deputy Director, the Manager of Employee Relations, and the Training and Education Officer. Additional staff include an investigator and an Employee Relations liaison.

BUREAU OF HUMAN RESOURCES ADMINISTRATION

The Bureau of Human Resources Administration oversees all aspects of employee and position management and is comprised of three units:

(1) Central Human Resources Processing Operations Unit

The Central Human Resources Processing Operations Unit's (COU) mission is to provide top notch customer service and create process efficiencies while improving the customer experience of the statewide HR community. In order to accomplish the mission, three functional areas of the Division were combined – HR work units, HR training and HR system management. The COU establishes and oversees all state examination programs, manages personnel records procedures, and audits all personnel actions, including hires, promotions, demotions, transfers, increments, leaves of absence, terminations, retirements, and date adjustments, to ensure that all employee data is correct for the administration of payroll and benefits. The COU works to improve user experience and increase functionality of the State's Human Resources Management System (NH FIRST) by managing HR agency requests, testing system changes/upgrades and providing supporting documentation and training.

In addition, the COU establishes statewide recruitment and certification procedures, monitors internal and external job recruitment activities of state agencies, maintains the state recruitment webpage, and manages the online application system for internal and external applicants. The COU also coordinates statewide recruitment initiatives, such as the State's participation and compliance with the Uniformed Services Employment and Reemployment Rights Act (USERRA) and the U.S. Army Partnership for Youth Success (Pays).

(2) Classification Unit

The Classification Unit (CU) develops and administers the state Classification Plan, including assigning all classified positions to appropriate job classification titles, which specifies the applicable pay, duties, and qualification requirements of a position. The CU also evaluates all requests for reclassification of positions requested by state agencies or employees. It also analyzes organizational development and organizational design to determine impacts on an agency's business needs, staffing and mission. This unit also oversees all position management operations, including setting procedures and auditing for all position modifications, including establishing and abolishing all types of positions.

(3) Recruitment Unit

The Recruitment Unit (RU) was created to address the continuous challenges and increased competition for applicants in today's labor market. The focus of the RU is the formulation of new and innovative strategies for recruitment and retention of state employees. Existing HR staff at the Division and state agencies support numerous complex day-to-day personnel functions, resulting in limited time and a lack of dedicated resources to provide consistency in recruitment activities. Dedicated recruiters within the RU provide a structured recruitment process that includes prompt attention and responses to applicants, knowledge to implement current recruitment tools as well as staff capacity to actively recruit potential candidates for open positions. The RU staff works closely with existing agency HR staff and hiring managers to develop customized recruitment plans for positions of critical need. Additionally, the RU provides regular training to agency recruiters and hiring managers.

BUREAU OF EMPLOYEE RELATIONS

The Bureau of Employee Relations negotiates and administers all collective bargaining and sub-unit agreements with representatives of classified employees. The Bureau represents the State in collective bargaining negotiations and, in coordination with the Attorney General, resolution of all grievance actions related to the collective bargaining agreements. The Bureau facilitates communication between management and representatives of the employees, seeking resolutions of employee and agency concerns prior to formal proceedings.

BUREAU OF EDUCATION AND TRAINING

The Bureau of Education and Training (BET) provides quality professional development and training services to enhance the skills, knowledge, and abilities of state and municipal government employees. Key among the BET's course offerings are the Certified Public Manager (CPM) and the Supervisory Academy programs, which provide comprehensive training for tomorrow's leaders in state and local government. The BET's cadre of full-time, part-time, and contracted instructors provide a comprehensive curriculum, real world knowledge and student mentoring, enhancing the student learning experience. With the addition of in-person, hybrid learning, inverted classroom and an expanding number of on-line training courses, the BET provides comprehensive education options for today's learners.

EXECUTIVE BRANCH AT A GLANCE

EMPLOYEES BY CATEGORY (FILLED POSITIONS)

Fiscal Year 2023

Category*	Full-Time	Full-Time Temporary	Full-Time Seasonal	Part-Time Regular	Part-Time Seasonal	Per Diem Part-Time
Classified	8,599	355	N/A	1,768	366	5
Non-Classified	33	1	N/A	172	N/A	636
Unclassified	377	N/A	N/A	7	N/A	N/A
Total	9,009	356	0	1,947	366	641

* Includes employees on extended leave as well as active status; excludes employees expected to work less than 6 months.

* 11 classified, 15 unclassified, and 0 non-classified employees did not meet any group criteria and are excluded from this report.

Report Generated 6/30/2023 by Employee Matrix Version V6.4

POSITIONS BY CATEGORY

Fiscal Year 2023

Category*	Full-Time	Full-Time Temporary	Full-Time Seasonal	Part-Time Regular	Part-Time Seasonal	Per Diem Part-Time
Classified	10,580	518	1,259	4,624	1,240	21
Non-Classified	38	N/A	N/A	7	N/A	1031
Unclassified	448	N/A	N/A	147	N/A	1
Total	11,066	518	1,259	4,828	1,240	1,053

* Includes both filled and vacant positions expected to last longer than 6 months.

* Report does not contain 1 position found in error.

Report Generated: 6/30/2023 for data as of 6/30/2023 by Position Matrix Version V6.2

DEMOGRAPHICS

New Hampshire State Employees

Fiscal Year 2023

<p style="text-align: center;">State Government Employees Executive Branch</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Class Type</th> <th style="text-align: right;">Number of Positions**</th> </tr> </thead> <tbody> <tr> <td>Classified</td> <td style="text-align: right;">11,098</td> </tr> <tr> <td>Unclassified</td> <td style="text-align: right;">448</td> </tr> <tr> <td>TOTAL POSITIONS:</td> <td style="text-align: right;">11,546</td> </tr> </tbody> </table> <p>** Includes only full-time permanent and temporary positions lasting more than 6 months</p>	Class Type	Number of Positions**	Classified	11,098	Unclassified	448	TOTAL POSITIONS:	11,546	<p style="text-align: center;">The Classified Full-Time State Workforce* is made up of...</p> <p style="text-align: center;">54% Female 46% Male 6% Minority 94% White (not of Hispanic background)</p>														
Class Type	Number of Positions**																						
Classified	11,098																						
Unclassified	448																						
TOTAL POSITIONS:	11,546																						
<p style="text-align: center;">The Average Full-Time Classified Employee in a Filled Position*...</p> <p style="text-align: center;">Is 47 years old. Has 10 years of service; and Earns \$57,846</p> <p style="text-align: center;">Classified State Employees that are ...</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Full-Time*</td> <td style="text-align: right;">8,954</td> </tr> </table>	Full-Time*	8,954	<p style="text-align: center;">Classified Full-Time Employees* work in...</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Belknap County.....</td><td style="text-align: right;">5%</td></tr> <tr><td>Carroll County.....</td><td style="text-align: right;">2%</td></tr> <tr><td>Cheshire County.....</td><td style="text-align: right;">2%</td></tr> <tr><td>Coos County.....</td><td style="text-align: right;">5%</td></tr> <tr><td>Grafton County.....</td><td style="text-align: right;">3%</td></tr> <tr><td>Hillsborough County.....</td><td style="text-align: right;">7%</td></tr> <tr><td>Merrimack County.....</td><td style="text-align: right;">69%</td></tr> <tr><td>Rockingham County.....</td><td style="text-align: right;">4%</td></tr> <tr><td>Strafford County.....</td><td style="text-align: right;">2%</td></tr> <tr><td>Sullivan County.....</td><td style="text-align: right;">1%</td></tr> </table>	Belknap County.....	5%	Carroll County.....	2%	Cheshire County.....	2%	Coos County.....	5%	Grafton County.....	3%	Hillsborough County.....	7%	Merrimack County.....	69%	Rockingham County.....	4%	Strafford County.....	2%	Sullivan County.....	1%
Full-Time*	8,954																						
Belknap County.....	5%																						
Carroll County.....	2%																						
Cheshire County.....	2%																						
Coos County.....	5%																						
Grafton County.....	3%																						
Hillsborough County.....	7%																						
Merrimack County.....	69%																						
Rockingham County.....	4%																						
Strafford County.....	2%																						
Sullivan County.....	1%																						

*Full-time employees include full-time permanent, full-time temporary, and full-time seasonal employees working greater than 6 months.

PAGE INTENTIONALLY LEFT BLANK

WORKFORCE CHARACTERISTICS

Detailed Breakdown of State of New Hampshire Employees

Executive Branch

All Employees

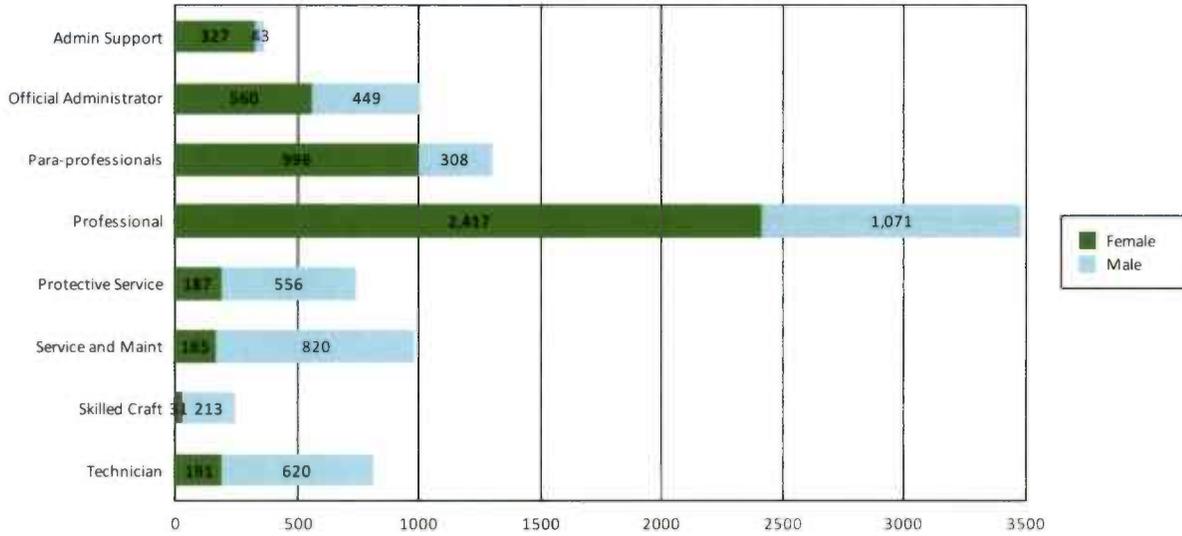
Report Run Date*: 06/30/2023

Category	Full-Time Employees	Full-Time Temporary Employees		Full-Time Seasonal Employees		Part-Time Regular Employees Working >= 30 hours/week but < FT		Part-Time Seasonal Employees Working >= 30 hours/week but < FT		Part-Time Regular Employees Working < 30 hours/week	Part-Time Seasonal Employees Working < 30 hours/week	Per Diem Part-Time Employees	EXCEPTIONS Employees that do not fit into defined categories	
		Duration >= 6 mo	Duration < 6 mo	Duration >= 6 mo	Duration < 6 mo	Duration >= 6 mo	Duration < 6 mo	Duration >= 6 mo	Duration < 6 mo					
Classified	Active	8,425	348	11	0	410	8	40	0	0	1,760	366	5	11
	Leave	174	7	0	0	0	0	0	0	0	0	0	0	
Unclassified	Active	376					0				7		0	15
	Leave	1	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	0	N/A	0	
Non-classified	Active	33	1	0			0				172		636	0
	Leave		0		N/A	N/A	0	N/A	N/A	N/A	0	N/A	0	

See "Employee Categories Matrix" at <http://sunspot.nh.gov/hr/CentralHRProcessing.aspx?tab=EmpITransProcessing> for rules and exclusions applied.

* Only includes data up to the end of the prior pay period.

EMPLOYEES BY GENDER AND EEO CATEGORY Fiscal Year 2023



EEO Category*	Total	Percentage
Admin Support	370	4%
Official Administrator	1,009	11%
Paraprofessionals	1,304	15%
Professional	3,488	39%
Protective Service	743	8%
Service and Maintenance	985	11%
Skilled Craft	244	3%
Technician	811	9%
Total	8,954	

* Includes classified full-time permanent, full-time temporary, and seasonal full-time employees working more than 6 months as well as employees on extended leave.

* Percentage of minority employees included in this report is 6%

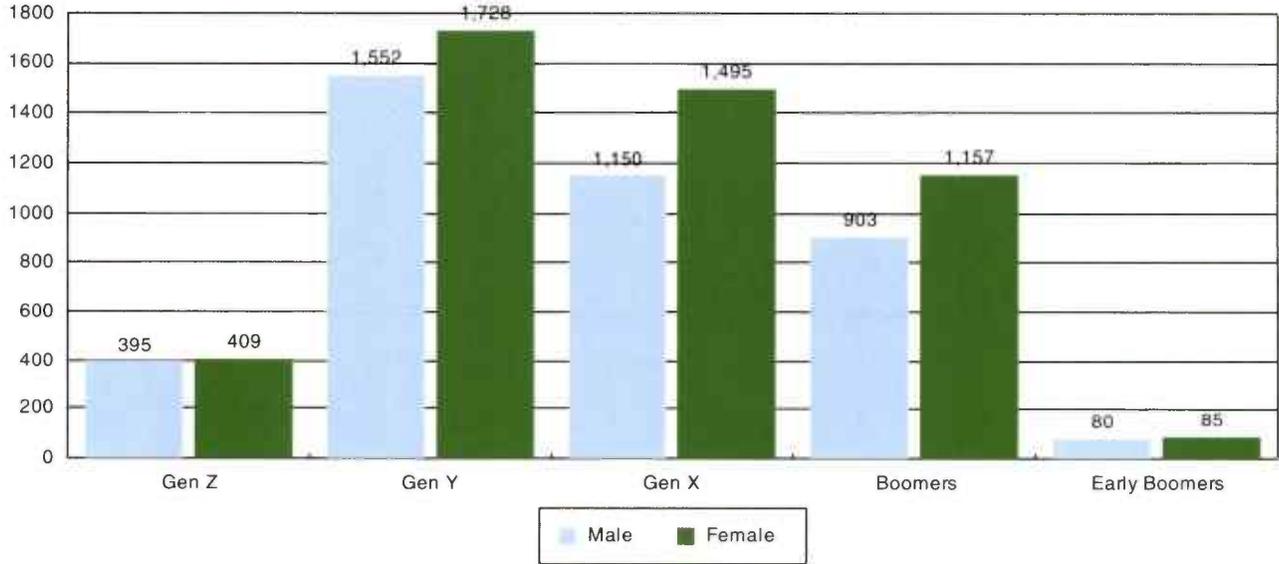
* 11 classified employees did not meet any group criteria and are excluded from this report.

Report Generated: 6/30/2023 by Employee Matrix Version V6.4

EMPLOYEES BY GENERATION

Fiscal Year 2023

Total Number of Employees* = 8,954



* Includes classified full-time permanent, full-time temporary and seasonal full-time employees working more than 6 months as well as employees on extended leave.

* 11 classified employees did not meet any group criteria and are excluded from this report

Report Generated: 6/30/2023 by Employee Matrix Version V6.4

*Generation Z = Born 1995-2012

*Generation Y = Born 1977-1994

*Generation X = Born 1966-1976

*Boomers = Born 1955-1965

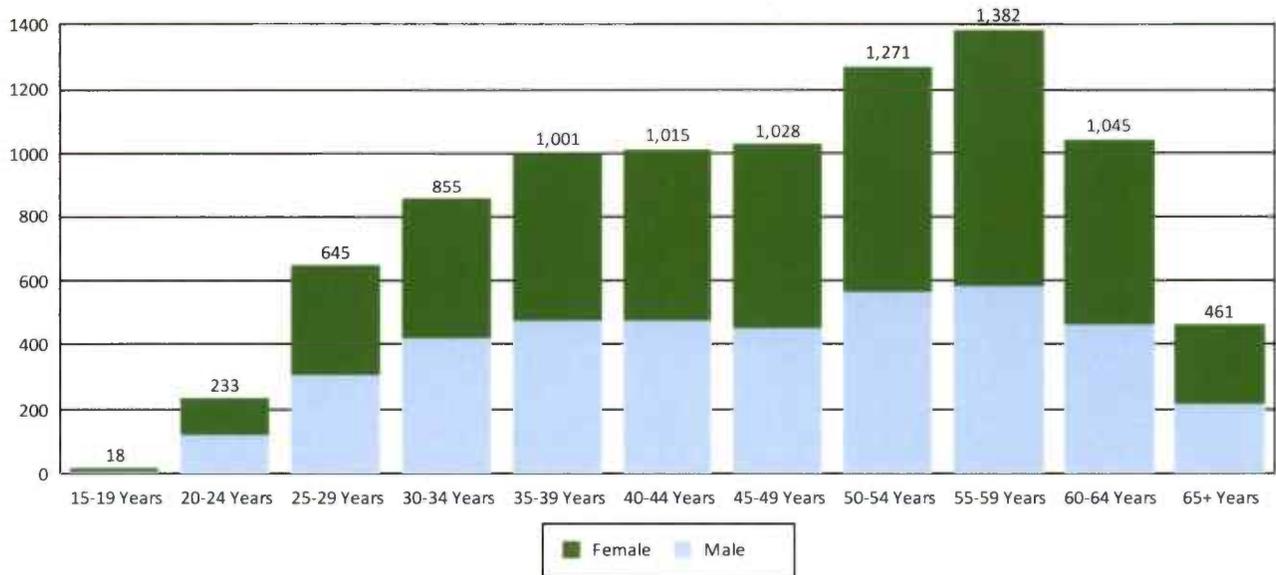
*Early Boomers = Born < 1955

EMPLOYEES BY AGE

Fiscal Year 2023

Total Number of Employees* = 8,954

Average Employee Age = 46.82



* Includes classified full-time permanent, full-time temporary, and seasonal full-time employees working more than 6 months as well as employees on extended leave.

* 11 classified employees did not meet any group criteria and are excluded from this report.

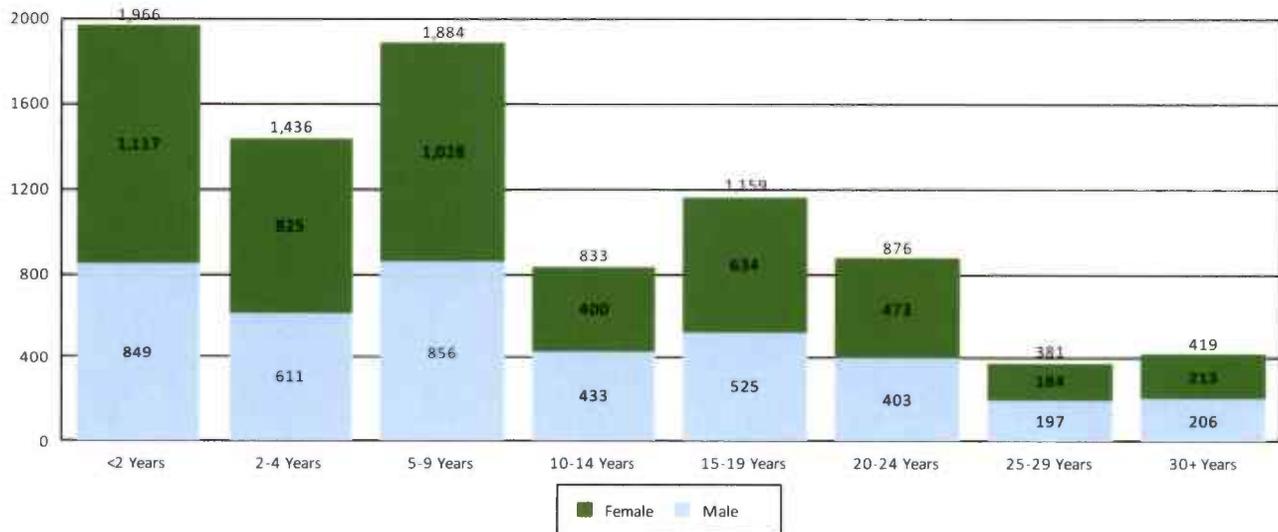
Report Generated 6/30/2023 by Employee Matrix Version V6.4

EMPLOYEES BY YEARS OF SERVICE

Fiscal Year 2023

Total Number of Employees* = 8,954

Average Years of Service = 10.14



* Includes classified full-time permanent, full-time temporary, and seasonal full-time employees working more than 6 months as well as employees on extended leave.

* 11 classified employees did not meet any group criteria and are excluded from this report.

Report Generated 6/30/2023 by Employee Matrix Version V6.4

EMPLOYEES BY AGE AND LABOR GRADE

Fiscal Year 2023

Age	Labor Grade*				Total
	<=20	21-26	27+	Unclassified	
<40	1,255	1,181	315	78	2,829
40-59	1,897	1,659	1,140	210	4,906
60+	737	416	354	89	1,595
Total	3,889	3,256	1,809	377	9,330

* Includes classified full-time permanent, full-time temporary, and seasonal full-time employees working more than 6 months, and full-time unclassified employees, as well as employees on extended leave.

* 11 classified and 15 unclassified employees did not meet any group criteria and are excluded from this report

Report Generated 6/30/2023 by Employee Matrix Version V6.4

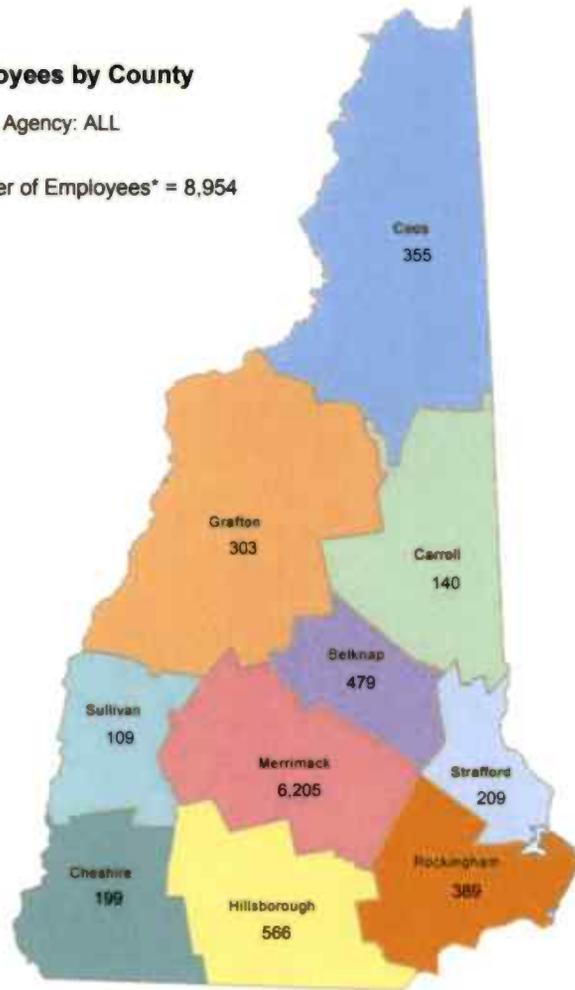
EMPLOYEES BY COUNTY

Fiscal Year 2023

Employees by County

Agency: ALL

Total Number of Employees* = 8,954



* Includes classified full-time permanent, full-time temporary, and seasonal full-time employees working more than 6 months as well as employees on extended leave.

* 11 classified employees did not meet any group criteria and are excluded from this report.

Report Generated 6/30/2023 by Employee Matrix Version V6.4

**FULL-TIME EMPLOYEES (FILLED POSITIONS) BY AGENCY
Five-Year History**

AGENCY*	2019	2020	2021	2022	2023
ADJUDICATIVE COMMISSIONERS-PUC	0	0	0	5	7
ADMINISTRATIVE SERVICES DEPT	281	267	242	245	249
AGRICULT, MARKETS & FOOD DEPT	29	34	31	35	37
BANKING DEPT	38	39	38	39	45
BUS & ECON AFFAIRS DEPT	57	55	56	62	70
CONSERVATION LAND STWDSHP PRGM	0	0	0	2	2
CONSUMER ADVOCATE	0	0	0	4	2
CORRECTIONS DEPT	782	778	761	698	711
DEVELOPMENT DISABILITIES CNCL	3	3	3	2	2
EDUCATION DEPT	220	226	231	239	246
EMPLOYMENT SECURITY DEPT	216	226	264	262	259
ENERGY DEPT	0	0	0	53	63
ENVIRONMENTAL SERVICES DEPT	409	415	404	435	432
EXECUTIVE DEPT	15	13	13	4	5
FISH AND GAME DEPT	170	169	170	167	176
HHS: BEHAVIORAL HEALTH DIV	31	39	35	44	48
HHS: COMM-BASED CARE SVCS DIV	17	1	2	2	0
HHS: COMMISSIONER'S OFFICE	335	390	378	390	437
HHS: DEVELOPMENTAL SVCS DIV	48	42	37	30	37
HHS: ELDERLY & ADULT SVCS DIV	77	77	77	83	87
HHS: GLENCLIFF HOME	144	143	122	113	111
HHS: HAMPSTEAD HOSPITAL	0	0	0	12	15
HHS: HUMAN SERVICES DIV	719	757	792	748	783
HHS: MEDICAID & BUS POLICY OFC	0	0	0	18	20
HHS: NH HOSPITAL	516	511	505	502	504
HHS: PUBLIC HEALTH DIV	243	243	229	267	279
HHS: TRANSITIONAL ASSIST DIV	394	382	404	366	370
HOUSING APPEALS BOARD	0	0	0	1	1
HUMAN RIGHTS COMMISSION	7	6	8	7	8
INFORMATION TECHNOLOGY DEPT	309	317	297	299	313
INSURANCE DEPT	55	61	65	57	57
JUDICIAL COUNCIL	2	2	2	2	2
JUSTICE DEPT	58	58	56	58	63
LABOR DEPT	68	67	60	62	68
LIQUOR COMMISSION	322	319	315	299	302
LOTTERY COMMISSION	57	61	63	65	67
MILITARY AFFRS & VET SVCS DEPT	123	125	116	86	95
NATURAL & CULT RESOURCES DEPT	197	190	185	193	209
NH STATE COMM ON AGING	0	0	0	1	1
OFFICE OF CHILD ADVOCATE	0	3	3	5	6

FULL-TIME EMPLOYEES (FILLED POSITIONS) BY AGENCY (Continued)
Five-Year History

AGENCY*	2019	2020	2021	2022	2023
PEASE DEVELOPMENT AUTHORITY	5	5	4	4	4
POLICE STDS & TRAINING COUNCIL	19	19	17	21	24
PROF LICENSURE & CERT OFFICE	61	57	66	86	88
PUBLIC EMPLOYEE LABOR REL BRD	4	4	4	3	3
PUBLIC UTILITIES COMMISSION	65	62	59	0	0
REVENUE ADMINISTRATION DEPT	110	109	98	93	97
SAFETY DEPT	1,045	1,008	951	935	952
STATE DEPT	54	54	53	57	62
TAX AND LAND APPEALS BOARD	4	4	3	3	3
TRANSPORTATION DEPT	1,472	1,439	1,381	1,323	1271
TREASURY DEPT	16	14	15	16	17
VETERANS HOME	298	288	267	243	244
Total	9,149	9,102	8,982	8,746	8,954

*Includes classified full-time permanent, full-time temporary, and seasonal full-time employees working more than 6 months including employees on extended leave, as of June 30th each year.

*This report reflects data in NH FIRST on the date the report is generated; historic data will change from year to year due to transactions processed after June 30th.

*11 classified employees did not meet any group criteria and are excluded from this report.

Report Generated 6/30/2023 by Employee Matrix Version V6.4

EMPLOYEES BY TYPE AND AGENCY

Fiscal Year 2023

AGENCY*	Full-Time Classified (Perm & Temp)	Full-Time Unclassified and Non-Classified	Full-Time Seasonal	Part-Time Regular	Part-Time Seasonal	Part-Time Per Diem
ADJUDICATIVE COMMISSIONERS-PUC	7	8	0	1	0	0
ADMINISTRATIVE SERVICES DEPT	249	25	0	83	0	4
AGRICULT, MARKETS & FOOD DEPT	37	4	0	8	0	0
BANKING DEPT	45	3	0	0	0	0
BOXING & WRESTLING COMMISSION	0	0	0	6	0	2
BUS & ECON AFFAIRS DEPT	70	3	0	21	0	0
CONSERVATION LAND STWDSHP PRGM	2	0	0	0	1	0
CONSUMER ADVOCATE	2	1	0	0	0	0
CORRECTIONS DEPT	711	19	0	54	0	7
DEVELOPMENT DISABILITIES CNCL	2	0	0	5	0	0
EDUCATION DEPT	246	5	0	15	3	0
EMPLOYMENT SECURITY DEPT	259	6	0	34	0	4
ENERGY DEPT	63	7	0	3	0	0
ENVIRONMENTAL SERVICES DEPT	432	6	0	66	0	2
EXECUTIVE COUNCIL	0	1	0	6	0	0
EXECUTIVE DEPT	5	30	0	3	0	0
FISH AND GAME DEPT	176	1	0	16	25	0
HHS: BEHAVIORAL HEALTH DIV	48	4	0	0	0	0
HHS: COMMISSIONER'S OFFICE	437	38	0	23	0	1
HHS: DEVELOPMENTAL SVCS DIV	37	2	0	4	0	0
HHS: ELDERLY & ADULT SVCS DIV	87	2	0	2	0	0
HHS: GLENCLIFF HOME	111	1	0	21	0	0
HHS: HAMPSTEAD HOSPITAL	15	6	0	0	0	0
HHS: HUMAN SERVICES DIV	783	6	0	21	0	0
HHS: MEDICAID & BUS POLICY OFC	20	4	0	1	0	0
HHS: NH HOSPITAL	504	13	0	95	0	2
HHS: PUBLIC HEALTH DIV	279	3	0	18	0	0
HHS: TRANSITIONAL ASSIST DIV	370	2	0	13	0	0
HOUSING APPEALS BOARD	1	3	0	0	0	5
HUMAN RIGHTS COMMISSION	8	0	0	1	0	0
INFORMATION TECHNOLOGY DEPT	313	9	0	12	0	0
INSURANCE DEPT	57	15	0	1	0	0
JUDICIAL COUNCIL	2	1	0	2	0	0
JUSTICE DEPT	63	83	0	12	0	0
LABOR DEPT	68	2	0	5	0	28
LIQUOR COMMISSION	302	5	0	811	0	0
LOTTERY COMMISSION	67	1	0	4	0	0

EMPLOYEES BY TYPE AND AGENCY (Continued)
Fiscal Year 2023

AGENCY*	Full-Time Classified (Perm & Temp)	Full-Time Unclassified and Non-Classified	Full-Time Seasonal	Part-Time Regular	Part-Time Seasonal	Part-Time Per Diem
MILITARY AFFRS & VET SVCS DEPT	95	4	0	5	0	0
NATURAL & CULT RESOURCES DEPT	209	7	0	130	320	0
NH STATE COMM ON AGING	1	0	0	1	0	0
OFFICE OF CHILD ADVOCATE	6	1	0	1	0	0
PEASE DEVELOPMENT AUTHORITY	4	0	0	3	0	0
POLICE STDS & TRAINING COUNCIL	24	1	0	7	0	0
PROF LICENSURE & CERT OFFICE	88	6	0	21	0	240
PUBLIC EMPLOYEE LABOR REL BRD	3	0	0	7	0	1
REVENUE ADMINISTRATION DEPT	97	28	0	8	0	5
SAFETY DEPT	952	11	0	160	17	333
STATE DEPT	0	1	0	0	0	0
TAX AND LAND APPEALS BOARD	62	16	0	97	0	5
TRANSPORTATION DEPT	3	3	0	1	0	0
TREASURY DEPT	1,271	8	0	83	0	0
VETERANS HOME	17	5	0	0	0	0
Total	8,954	411	0	1,947	366	641

* Excludes employees working less than 6 months.

* 11 classified employees, 15 unclassified employees, and 0 non-classified employees did not meet any group criteria and are excluded from this report.

Report Generated: 6/30/2023 by Employee Matrix Version V6.4

EMPLOYEE STATISTICS BY AGENCY WITH 10 OR MORE EMPLOYEES

Fiscal Year 2023

AGENCY*	Full-Time Employees	Avg. Age	Avg. Salary	Avg. Yrs Service	% Female	% Union Rep
ADJUDICATIVE COMMISSIONERS-PUC	15	49.2	\$83,689	4.3	53%	87%
ADMINISTRATIVE SERVICES DEPT	274	51.4	\$64,877	11.2	46%	100%
AGRICULT, MARKETS & FOOD DEPT	41	45.0	\$56,169	9.9	59%	100%
BANKING DEPT	48	45.1	\$75,252	11.0	69%	100%
BUS & ECON AFFAIRS DEPT	73	50.0	\$60,831	8.5	52%	100%
CORRECTIONS DEPT	730	43.6	\$68,394	9.4	37%	100%
EDUCATION DEPT	251	47.9	\$62,875	8.8	82%	100%
EMPLOYMENT SECURITY DEPT	265	51.8	\$53,900	10.9	67%	100%
ENERGY DEPT	70	50.2	\$76,441	9.1	51%	10%
ENVIRONMENTAL SERVICES DEPT	438	47.1	\$69,277	11.8	46%	100%
EXECUTIVE DEPT	35	44.7	\$65,841	6.1	49%	86%
FISH AND GAME DEPT	177	44.5	\$59,933	13.8	34%	100%
HHS: BEHAVIORAL HEALTH DIV	52	46.1	\$72,618	10.4	81%	100%
HHS: COMMISSIONER'S OFFICE	475	50.1	\$68,098	11.3	76%	100%
HHS: DEVELOPMENTAL SVCS DIV	39	46.0	\$67,712	7.7	97%	100%
HHS: ELDERLY & ADULT SVCS DIV	89	51.6	\$64,640	11.9	83%	100%
HHS: GLENCLIFF HOME	112	49.3	\$56,670	10.3	71%	100%
HHS: HAMPSTEAD HOSPITAL	21	50.5	\$83,361	10.5	71%	100%
HHS: HUMAN SERVICES DIV	789	42.9	\$61,989	8.8	80%	100%
HHS: MEDICAID & BUS POLICY OFC	24	49.8	\$86,638	11.0	83%	100%
HHS: NH HOSPITAL	517	46.0	\$64,099	9.6	65%	100%
HHS: PUBLIC HEALTH DIV	282	46.0	\$64,977	8.5	75%	100%
HHS: TRANSITIONAL ASSIST DIV	372	44.0	\$48,621	8.7	88%	100%
INFORMATION TECHNOLOGY DEPT	322	52.3	\$81,901	12.2	31%	100%
INSURANCE DEPT	72	54.0	\$84,236	10.9	61%	100%
JUSTICE DEPT	3	53.7	\$71,439	12.7	67%	33%
LABOR DEPT	146	45.6	\$76,910	6.6	56%	51%
LIQUOR COMMISSION	70	43.7	\$55,362	7.4	59%	100%
LOTTERY COMMISSION	307	46.3	\$50,369	7.4	54%	100%
MILITARY AFFRS & VET SVCS DEPT	99	53.3	\$50,409	10.1	26%	100%
NATURAL & CULT RESOURCES DEPT	216	47.4	\$57,320	11.0	45%	100%
POLICE STDS & TRAINING COUNCIL	22	49.8	\$65,729	11.8	32%	5%
PROF LICENSURE & CERT OFFICE	87	48.8	\$56,859	7.4	76%	100%
REVENUE ADMINISTRATION DEPT	125	48.5	\$64,398	12.2	69%	100%
SAFETY DEPT	963	43.7	\$62,075	9.4	46%	100%
STATE DEPT	78	52.6	\$60,014	11.0	55%	21%
TRANSPORTATION DEPT	1,279	48.7	\$54,754	12.5	18%	100%
TREASURY DEPT	22	52.2	\$66,506	12.1	82%	100%
VETERANS HOME	245	47.8	\$58,266	8.4	78%	100%

ANNUAL AND SICK LEAVE USAGE BY AGENCY WITH 10 OR MORE EMPLOYEES

Fiscal Year 2023

AGENCY* (Agencies with 10 or more Employees)	Total Annual (Hours)	# Employees Using Annual Leave	Average Annual Leave Used Per Employee (Hours)	Total Sick Leave** (Hours)	# Employees Using Sick Leave**	Average Sick Leave Used Per Employee (Hours)
ADMINISTRATIVE SERVICES	34,642	288	120	27,517	285	97
AGRICULT, MARKETS & FOOD	4,407	37	119	2,824	38	74
BANKING DEPT	5,446	49	111	3,407	46	74
BUS & ECON AFFAIRS DEPT	8,500	73	116	5,468	71	77
CORRECTIONS DEPT	99,830	758	132	78,347	773	101
EDUCATION DEPT	32,061	268	120	20,201	271	75
EMPLOYMENT SECURITY DEPT	35,775	294	122	26,566	293	91
ENVIRONMENTAL SERVICES	60,932	469	130	43,104	466	92
FISH AND GAME DEPT	24,840	180	138	16,631	169	98
HHS: BEHAVIORAL HEALTH DIV	6,057	52	116	4,151	51	81
HHS: COMMISSIONER'S OFFICE	55,944	480	117	38,015	482	79
HHS: DEVELOPMENTAL SVCS DIV	3,504	38	92	3,012	39	77
HHS: ELDERLY & ADULT SVCS	11,586	95	122	6,611	96	69
HHS: GLENCLIFF HOME	16,143	126	128	14,192	120	118
HHS: HUMAN SERVICES DIV	619	14	44	521	14	37
HHS: HAMPSTEAD HOSPITAL	96,786	834	116	69,062	830	83
HHS: MEDICAID & BUS POLICY	2,751	24	115	1,466	24	61
HHS: NH HOSPITAL	72,456	558	130	58,990	562	105
HHS: PUBLIC HEALTH DIV	37,144	300	124	27,094	297	91
HHS: TRANSITIONAL ASSIST DIV	46,756	431	108	34,569	442	78
HUMAN RIGHTS COMMISSION	912	9	101	1,200	9	133
INFORMATION TECHNOLOGY	42,318	323	131	27,314	315	87
INSURANCE DEPT	8,226	63	131	5,878	63	93
LABOR DEPT	7,246	84	86	5,536	85	65
LIQUOR COMMISSION	37,865	357	106	28,058	341	82
LOTTERY COMMISSION	9,316	74	126	7,495	71	106
MILITARY AFFRS & VET SVCS	12,187	106	115	10,571	104	102
NATURAL & CULT RESOURCES	26,871	215	125	17,558	210	84
PROF LICENSURE & CERT	10,863	112	97	8,222	113	73
REVENUE ADMINISTRATION	12,605	107	118	10,172	111	92
SAFETY DEPT	140,983	1,059	133	97,286	1,017	96
TRANSPORTATION DEPT	192,890	1,418	136	142,218	1,408	101
TREASURY DEPT	2,475	19	130	2,022	19	106
VETERANS HOME	32,200	276	117	27,915	281	99

* Includes leave used by all types of eligible employees employed at any point during the Fiscal Year.

** Excludes sick dependent and bereavement leave

Report Generated: 6/30/2023 for data as of 6/30/2023 by Employee Matrix Version V6.4

ADDITIONAL PROGRAMS

Income Protection

Income Protection Program (IPP) is provided by the State for eligible full-time employees. It is designed to provide income replacement to eligible employees recovering from a non-work-related injury or sickness that has left them totally disabled and unable to perform the immediate duties and responsibilities of their job and who have exhausted their sick leave.

Eligible individuals for IPP are full-time classified employees employed for one year who are either unrepresented or represented by the Internal Affairs Association of NH, State Employees Association, the New England Police Benevolent Association, NH Probation and Parole Officers Association, NH State Law Enforcement, Teamsters Local 633, or New Hampshire Troopers Association – Command Staff Bargaining Unit. Employees apply through their agency human resources office. Approvals are contingent and determined by an independent medical review conducted through supporting medical documentation provided to justify the request.

IPP approvals do not constitute approval for leave under the personnel rules, and do not provide job protection.

In FY 23, this program supported 269 requests for an average of 86 days of partially paid income per request.

Supplemental Sick Leave

(*State Employees Association Bargaining Unit Only)

Effective January 1, 2019, the Supplemental Sick Leave (SSL) program is available only after all benefits approved under the short-term disability IPP have been exhausted. Supplemental sick leave provides eligible employees with additional sick leave donated by other state employees.

SSL is granted only for emergent, serious or life-threatening illnesses, injuries, impairments, or mental or physical conditions that have caused, or are likely to cause, the employee to take leave without pay. Seriously ill or injured state employees can access SSL through an application to the Labor Management Committee. Approval depends on submission of appropriate medical information.

In FY 23, this program processed 3 SSL requests.

Paid Family Leave

Paid Family Leave (PFL) insurance is provided by the State for eligible full-time employees. It is designed to provide income replacement to eligible employees caring for a family member who is unable to care for themselves and when the employee has exhausted their paid leave.

PFL approvals do not constitute approval for leave under the personnel rules, and do not provide job protection.

In FY 23, this program supported 33 requests, of which 24 were approved.

INCOME PROTECTION PROGRAM

Fiscal Year 2023

AGENCY	Applications Submitted	Requests Approved	Total # Calendar Days out on IPP	Average # Calendar Days per Application
ADMINISTRATIVE SERVICES	6	6	776	129
AGRICULTURE, MARKETS & FOOD DEPARTMENT	0	0	0	0
BANKING DEPARTMENT	0	0	0	0
BUREAU OF ECONOMIC AFFAIRS	3	3	339	113
CORRECTIONS DEPARTMENT	18	16	1354	85
EDUCATION DEPARTMENT	9	9	759	84
EMPLOYMENT SECURITY	11	9	663	74
ENVIRONMENTAL SERVICES	4	4	522	131
EXECUTIVE DEPARTMENT	0	0	0	0
FISH & GAME DEPARTMENT	0	0	0	0
HEALTH & HUMAN SERVICES DEPARTMENT	110	103	7926	77
INFORMATION TECHNOLOGY DEPARTMENT	2	2	133	67
INSURANCE DEPARTMENT	1	1	56	56
JUSTICE DEPARTMENT	1	1	146	146
LABOR DEPARTMENT	7	6	547	91
LEGISLATIVE	2	2	85	43
LIQUOR COMMISSION	6	5	480	96
LOTTERY COMMISSION	1	1	42	42
MILITARY AFFAIRS AND VETERANS' SERVICES	6	5	612	122
NATURAL & CULTURAL RESOURCES	5	5	273	55
PROFESSIONAL LICENSURE & CERTIFICATION OFFICE	3	3	239	80
REVENUE ADMINISTRATION DEPARTMENT	2	2	84	42
SAFETY DEPARTMENT	10	10	809	81
TRANSPORTATION DEPARTMENT	39	36	4112	114
TREASURY DEPARTMENT	0	0	0	0
VETERANS HOME	23	22	1702	77
TOTAL	269	251	21,659	86

PAGE INTENTIONALLY LEFT BLANK

AVERAGE SALARY BY AGENCY

Five-Year History

AGENCY*	2019	2020	2021	2022	2023
ADJUDICATIVE COMMISSIONERS-PUC	\$0	\$0	\$0	\$49,257	\$53,073
ADMINISTRATIVE SERVICES DEPT	\$58,123	\$58,561	\$59,085	\$58,544	\$59,688
AGRICULT, MARKETS & FOOD DEPT	\$49,638	\$49,273	\$50,777	\$50,280	\$51,083
BANKING DEPT	\$67,399	\$68,331	\$69,442	\$72,170	\$72,831
BUS & ECON AFFAIRS DEPT	\$53,285	\$52,676	\$54,004	\$57,857	\$58,991
CONSERVATION LAND STWDSHP PRGM	\$0	\$0	\$0	\$59,261	\$59,953
CONSUMER ADVOCATE	\$0	\$0	\$0	\$71,906	\$56,277
CORRECTIONS DEPT	\$57,389	\$58,691	\$59,881	\$61,969	\$66,793
DEVELOPMENT DISABILITIES CNCL	\$54,984	\$57,441	\$58,715	\$62,429	\$69,342
EDUCATION DEPT	\$57,101	\$57,013	\$57,951	\$59,708	\$61,855
EMPLOYMENT SECURITY DEPT	\$51,506	\$51,774	\$51,008	\$51,481	\$52,632
ENERGY DEPT	\$0	\$0	\$0	\$72,344	\$71,575
ENVIRONMENTAL SERVICES DEPT	\$66,987	\$66,975	\$67,470	\$67,627	\$68,569
EXECUTIVE DEPT	\$53,255	\$55,730	\$57,090	\$56,150	\$53,660
FISH AND GAME DEPT	\$56,653	\$57,864	\$58,378	\$59,516	\$59,588
HHS: BEHAVIORAL HEALTH DIV	\$66,126	\$65,488	\$65,507	\$67,310	\$69,977
HHS: COMM-BASED CARE SVCS DIV	\$67,426	\$71,916	\$72,111	\$74,617	\$0
HHS: COMMISSIONER'S OFFICE	\$61,793	\$62,259	\$63,359	\$64,522	\$64,561
HHS: DEVELOPMENTAL SVCS DIV	\$56,157	\$55,778	\$58,432	\$63,060	\$65,122
HHS: ELDERLY & ADULT SVCS DIV	\$61,577	\$62,210	\$62,119	\$62,669	\$63,451
HHS: GLENCLIFF HOME	\$45,729	\$44,204	\$46,772	\$47,553	\$55,720
HHS: HAMPSTEAD HOSPITAL	\$0	\$0	\$0	\$63,723	\$67,999
HHS: HUMAN SERVICES DIV	\$55,676	\$55,128	\$55,314	\$60,467	\$61,723
HHS: MEDICAID & BUS POLICY OFC	\$75,275	\$76,801	\$76,197	\$79,728	\$79,163
HHS: NH HOSPITAL	\$53,975	\$54,318	\$57,475	\$58,245	\$61,434
HHS: PUBLIC HEALTH DIV	\$61,929	\$61,983	\$62,652	\$64,054	\$64,021
HHS: TRANSITIONAL ASSIST DIV	\$45,713	\$46,673	\$46,177	\$47,914	\$48,285
HOUSING APPEALS BOARD	\$0	\$0	\$0	\$40,170	\$61,893
HUMAN RIGHTS COMMISSION	\$54,001	\$58,315	\$56,918	\$61,720	\$60,903
INFORMATION TECHNOLOGY DEPT	\$75,771	\$76,692	\$78,299	\$79,363	\$80,752
INSURANCE DEPT	\$76,294	\$73,812	\$74,624	\$77,522	\$77,832
JUDICIAL COUNCIL	\$42,218	\$43,115	\$43,973	\$45,357	\$46,878
JUSTICE DEPT	\$51,062	\$52,329	\$54,190	\$52,796	\$54,169
LABOR DEPT	\$50,626	\$51,939	\$53,573	\$53,516	\$53,826
LIQUOR COMMISSION	\$46,595	\$47,062	\$47,036	\$47,847	\$49,299
LOTTERY COMMISSION	\$51,867	\$53,060	\$55,112	\$55,994	\$57,594
MILITARY AFFRS & VET SVCS DEPT	\$47,456	\$47,987	\$49,258	\$49,732	\$48,346
NATURAL & CULT RESOURCES DEPT	\$52,818	\$53,216	\$54,294	\$54,676	\$55,295
NH STATE COMM ON AGING	\$0	\$0	\$0	\$91,826	\$92,898
OFFICE OF CHILD ADVOCATE	\$0	\$62,745	\$64,318	\$59,467	\$61,266
PEASE DEVELOPMENT AUTHORITY	\$54,063	\$54,406	\$50,586	\$62,695	\$61,109
POLICE STDS & TRAINING COUNCIL	\$61,758	\$60,649	\$63,030	\$63,649	\$66,627

AVERAGE SALARY BY AGENCY (Continued)
Five Year History

AGENCY*	2018	2019	2020	2021	2023
PROF LICENSURE & CERT OFFICE	\$53,365	\$51,803	\$52,800	\$56,171	\$54,335
PUBLIC EMPLOYEE LABOR REL BRD	\$66,987	\$68,307	\$66,926	\$77,353	\$79,337
PUBLIC UTILITIES COMMISSION	\$71,092	\$72,320	\$73,156	\$68,952	\$0
REVENUE ADMINISTRATION DEPT	\$51,309	\$52,877	\$54,822	\$53,935	\$54,841
SAFETY DEPT	\$58,846	\$59,314	\$61,232	\$60,801	\$61,224
STATE DEPT	\$51,192	\$51,030	\$52,424	\$50,108	\$51,288
TAX AND LAND APPEALS BOARD	\$70,575	\$71,526	\$66,469	\$64,870	\$61,497
TRANSPORTATION DEPT	\$49,772	\$50,275	\$50,993	\$52,817	\$54,213
TREASURY DEPT	\$56,016	\$56,193	\$56,499	\$55,963	\$55,209
VETERANS HOME	\$48,084	\$49,654	\$50,575	\$53,138	\$57,300
VETERANS SERVICES OFFICE	\$41,703	\$0	\$0	\$0	\$0

* Includes classified full-time permanent, full-time temporary and seasonal full-time employees working more than 6 months as of June 30th each year.

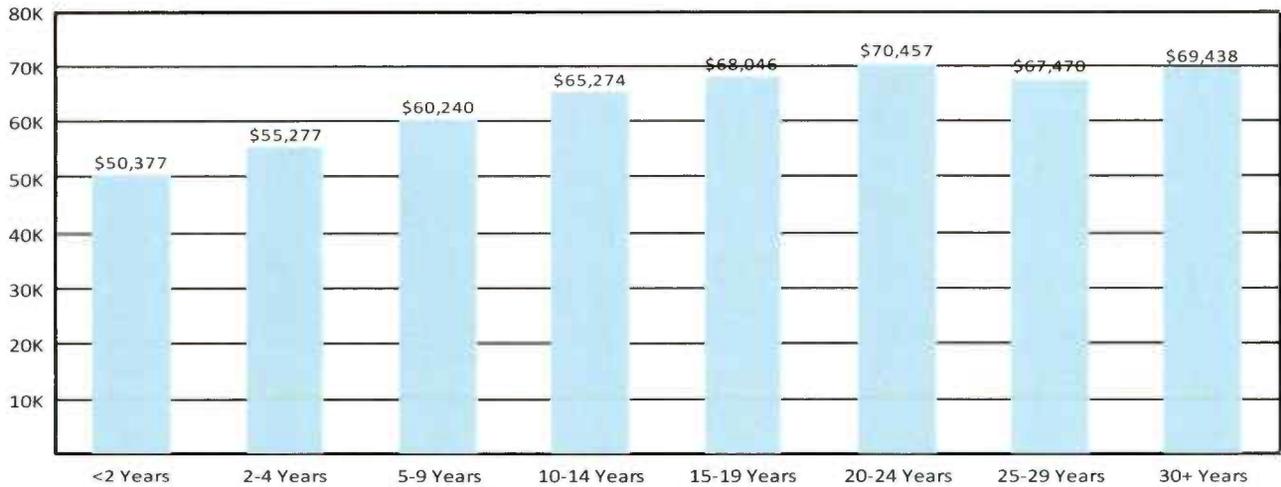
*This report reflects data in NH FIRST on the date the report is generated; historic data will change from year to year due to transactions processed after June 30th.

* 11 classified employee(s) did not meet any group criteria and are excluded from this report.

Report Generated 6/30/2023 by Employee Matrix Version V6.4.

AVERAGE SALARY BY YEARS OF SERVICE*

Fiscal Year 2023



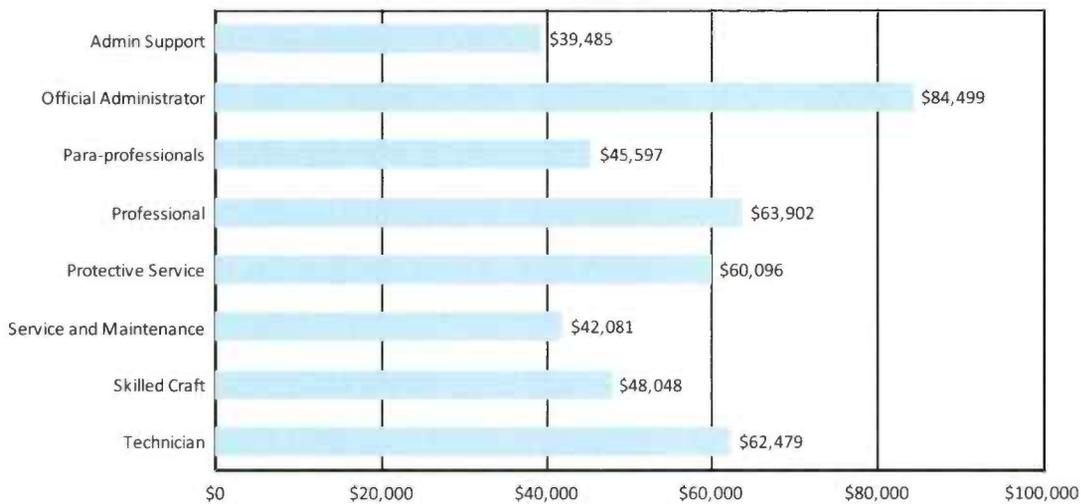
* Includes classified full-time permanent, full-time temporary, and seasonal full-time employees working more than 6 months as well as employees on extended leave.

* Excludes up to 11 classified employees that did not meet a defined category. Salary includes base pay only. Overtime and longevity pay are excluded.

Report Generated: 6/30/2023 by Employee Matrix V6.4

AVERAGE SALARY BY EEO CATEGORY*

Fiscal Year 2023



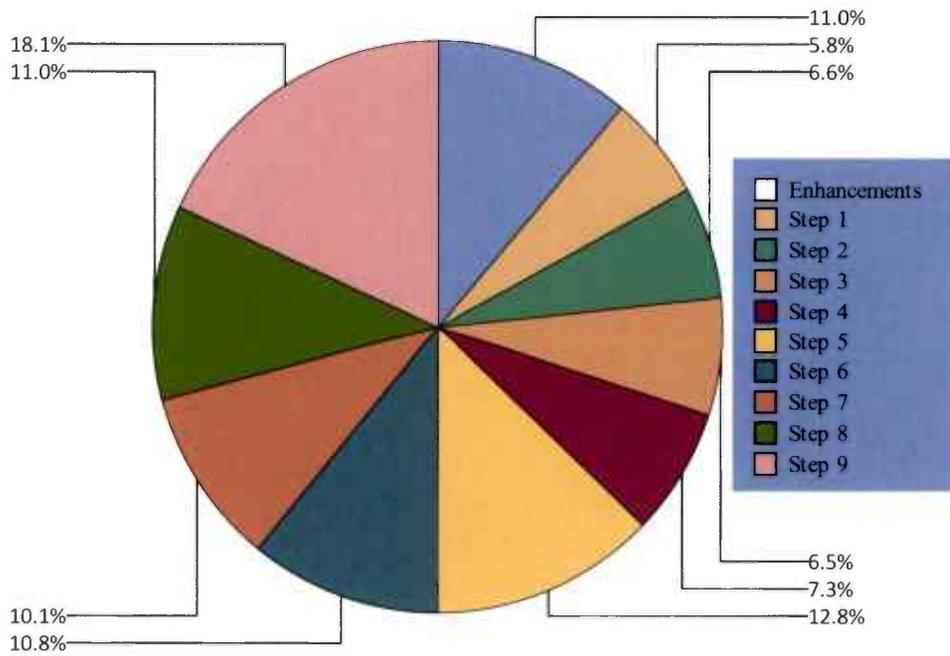
Includes classified full-time permanent, full-time temporary, and seasonal full-time employees working more than 6 months as well as employees on extended leave.

* Excludes up to 11 classified employees that did not meet a defined category. Salary includes base pay only. Overtime and longevity pay are excluded.

Report Generated: 6/30/2023 by Employee Matrix V6.4

DISTRIBUTION OF EMPLOYEES BY LABOR GRADE STEP*

Fiscal Year 2023

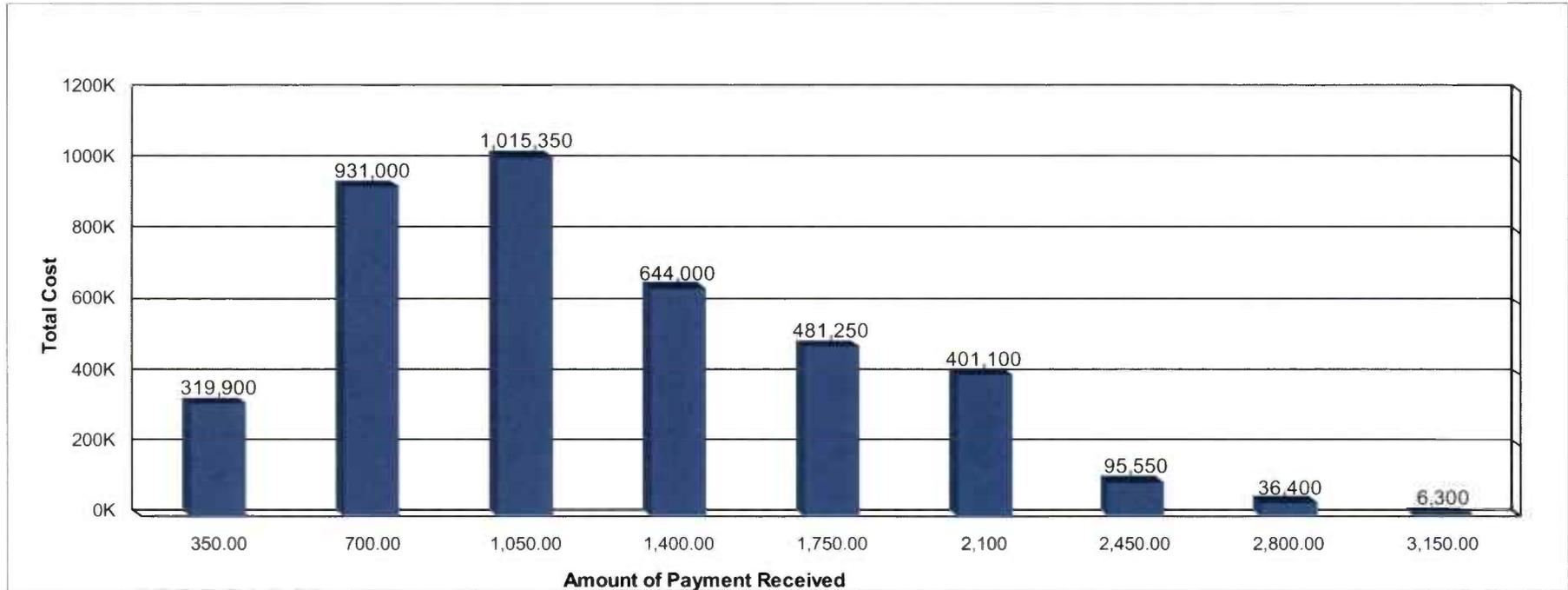


Step	Number of Employees
Step 1	519
Step 2	587
Step 3	585
Step 4	658
Step 5	1,150
Step 6	963
Step 7	902
Step 8	982
Step 9	1,620
Total	7,966

* Includes classified full-time permanent, full-time temporary, and seasonal full-time employees working more than 6 months as well as employees on extended leave.
 * Excludes 11 classified employees that did not meet a defined category. Total does not include 988 employees with salary enhancements.

COST OF LONGEVITY*

Fiscal Year 2023



*Includes classified, unclassified, non-classified, full-time permanent, full-time temporary, and full-time seasonal employees working more than 6 months as of December 31, 2022.

Employees receive \$350 a year bonus pay in mid-November for 10-14 years of service and an additional \$350 a year for each 5 years of service beyond 10 years. Employees in TEAM633 and NEPBA260 unions receive \$350 a year bonus pay in mid-November for 10-14 years of service and an additional \$350 a year for each 5 years of service beyond.

46.86% of employees received a longevity payment in FY 2023.

Report Generated: 6/30/2023 for data as of 12/01/2022 by Employee Matrix Version V6.4

POSITION STATISTICS

Breakdown of State of NH Positions by Type and Branch of Government
As of: 6/30/2023

Branch of Government & Category	Full-Time Positions	Full-Time Temporary Positions		Full-Time Seasonal Positions	PT Regular Positions Working >= 30 < FT	PT Seasonal Positions Working >= 30 < FT	PT Regular Positions Working < 30	PT Seasonal Positions Working < 30	Per-Diem Part-Time Positions	Total
		For > 6M Employee	For < 6M Employee							
Executive										
Classified	10,580	518	130	1,259	95	0	4,579	1,240	21	18,422
Unclassified	448				0		7		1	456
Non-Classified		38			0		147		1,031	1,216
Judicial		760			40		281		1	1,082
Legislative		218			0		230		244	692
Total		12,692		1,259	135	0	5,244	1,240	1,298	21,868

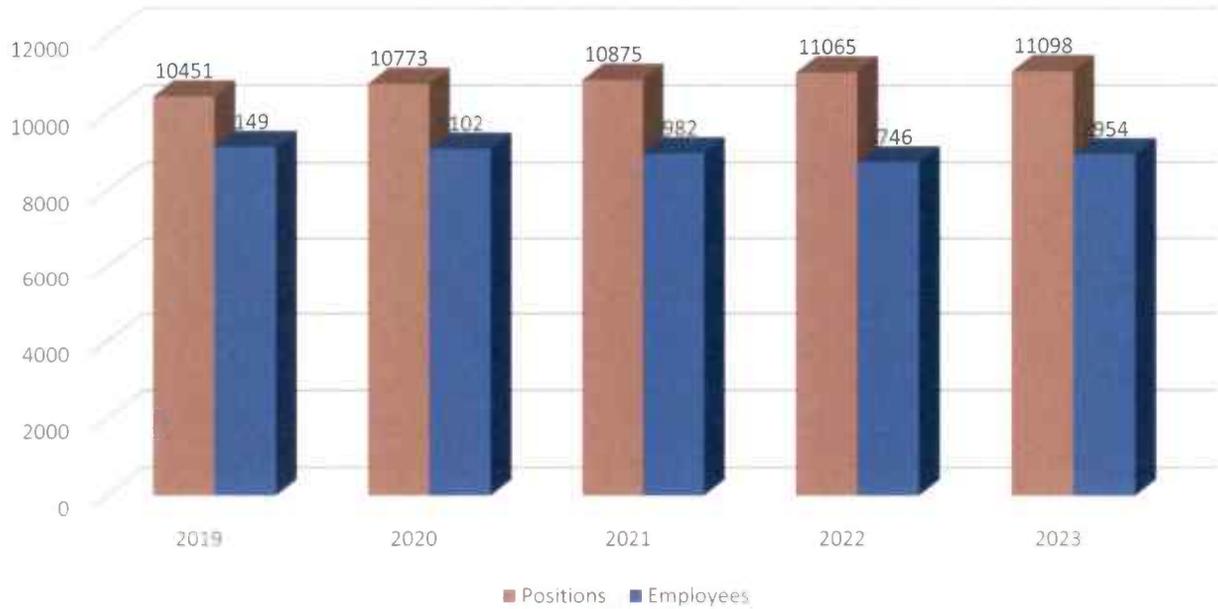
* Only includes data up to the end of the prior pay period.

* See "Position Categories Matrix" at: http://sunspot.nh.gov/hr/documents/Classification/Position_Categories_Matrix.pdf

* This report does not contain 1 position(s) found in error.

* Report Run Date: 6/30/2023

FILLED AND TOTAL FULL-TIME PERMANENT CLASSIFIED POSITIONS* Five-Year History



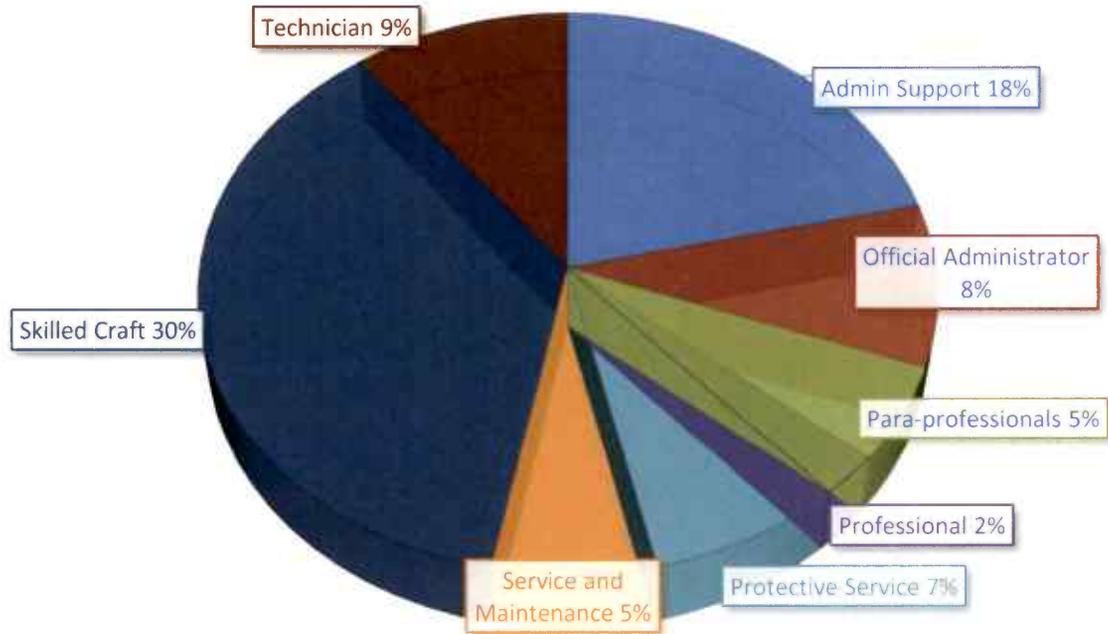
*Includes classified full-time permanent and full-time temporary positions expected to last for more than 6 months as of June 30th.

* 11 classified employees did not meet any group criteria and are excluded from this report.

* This report does not contain 1 position found in error.

Report Generated: 6/30/2023 Employee Matrix Version V6.4 and 6/30/2023 for data as of 6/30/2023 by Position Matrix V6.2

POSITIONS BY EEO OCCUPATION GROUP Fiscal Year 2023



Occupational Group*	Number of Positions	%Vacant**
Administrative Support	457	17%
Officials/Administrators	1,146	8%
Para-Professional	1,694	5%
Professionals	4,137	2%
Protective Services	1,064	7%
Service/Maintenance	1,347	5%
Skilled Craft	284	30%
Technicians	969	9%
Total	11,098	-

*Includes classified full-time permanent and full-time temporary positions expected to last for more than 6 months as of June 30th that have an Occupational Group associated with the position.

*This report does not contain 1 position found in error.

**Percent vacant is calculated as: {the number of employees in EEO} divided by {the number of vacant positions in the EEO category} as of June 30th.

Report Generated: 6/30/2023 for data as of 6/30/2023 by Position Matrix V6.

CLASSIFIED FULL-TIME PERMANENT POSITIONS BY AGENCY

Five-Year History

AGENCY *	2018	2019	2020	2021	2023
ADJUDICATIVE COMMISSIONERS-PUC	0	0	0	8	8
ADMINISTRATIVE SERVICES DEPT	291	298	298	288	285
AGRICULT, MARKETS & FOOD DEPT	34	36	36	37	38
BANKING DEPT	47	47	47	45	45
BUS & ECON AFFAIRS DEPT	59	61	63	69	70
CONSERVATION LAND STWDSHP PRGM	0	0	0	2	2
CONSUMER ADVOCATE	0	0	0	4	4
CORRECTIONS DEPT	925	964	964	958	957
DEVELOPMENT DISABILITIES CNCL	3	3	3	3	3
EDUCATION DEPT	289	281	282	285	286
EMPLOYMENT SECURITY DEPT	245	250	270	270	271
ENERGY DEPT	0	0	0	70	70
ENVIRONMENTAL SERVICES DEPT	470	477	477	473	472
EXECUTIVE DEPT	15	15	15	5	5
FISH AND GAME DEPT	177	181	181	183	183
HHS: BEHAVIORAL HEALTH DIV	25	37	37	44	44
HHS: COMM-BASED CARE SVCS DIV	21	0	0	0	0
HHS: COMMISSIONER'S OFFICE	371	444	450	477	486
HHS: DEVELOPMENTAL SVCS DIV	53	52	48	48	39
HHS: ELDERLY & ADULT SVCS DIV	79	79	84	86	90
HHS: GLENCLIFF HOME	167	167	167	167	167
HHS: HUMAN SERVICES DIV	787	889	896	890	860
HHS: MEDICAID & BUS POLICY OFC	48	24	23	24	24
HHS: NH HOSPITAL	587	603	606	671	672
HHS: PUBLIC HEALTH DIV	246	237	240	244	244
HHS: TRANSITIONAL ASSIST DIV	423	446	447	449	447
HOUSING APPEALS BOARD	0	0	0	1	1
HUMAN RIGHTS COMMISSION	7	9	9	8	8
INFORMATION TECHNOLOGY DEPT	344	349	349	351	353
INSURANCE DEPT	70	69	69	67	67
JUDICIAL COUNCIL	2	2	2	2	2
JUSTICE DEPT	58	59	59	57	57
LABOR DEPT	87	84	84	81	81
LIQUOR COMMISSION	339	339	339	338	338
LOTTERY COMMISSION	65	71	72	82	82
MILITARY AFFRS & VET SVCS DEPT	141	156	156	160	158
NATURAL & CULT RESOURCES DEPT	195	197	197	192	192
NH STATE COMM ON AGING	0	0	0	1	1
OFFICE OF CHILD ADVOCATE	0	4	4	5	6
PEASE DEVELOPMENT AUTHORITY	6	6	6	5	5
POLICE STDS & TRAINING COUNCIL	20	20	20	22	25
PROF LICENSURE & CERT OFFICE	62	67	67	82	77
PUBLIC EMPLOYEE LABOR REL BRD	4	4	4	4	4
PUBLIC UTILITIES COMMISSION	71	71	71	0	0
REVENUE ADMINISTRATION DEPT	120	122	122	121	117
SAFETY DEPT	1,095	1,108	1,108	1,116	1,125

**CLASSIFIED FULL-TIME PERMANENT POSITIONS BY AGENCY
Five-Year History (Continued)**

AGENCY*	2018	2019	2020	2021	2023
STATE DEPT	72	72	72	64	65
TAX AND LAND APPEALS BOARD	4	4	4	4	4
TRANSPORTATION DEPT	1,635	1,642	1,642	1,642	1,642
TREASURY DEPT	17	18	18	18	18
VETERANS HOME	383	378	379	379	380
VETERANS SERVICES OFFICE	7	0	0	0	0
Total	10,167	10,443	10,493	10,602	10,580

* Includes both filled and vacant classified full-time permanent positions as of June 30th of each fiscal year.
 * This report reflects data in NH FIRST on the date the report is generated; historic data will change from year to year due to transactions processed after June 30th.
 * This report does not contain 1 position found in error in FY22.

Report Generated: 6/30/2023 for data as of 6/30/2023 by Position Matrix Version V6.2

**FULL-TIME SEASONAL POSITIONS BY AGENCY
Five-Year History**

AGENCY*	2019	2020	2021	2022	2023
EDUCATION DEPT	0	0	0	0	6
ENVIRONMENTAL SERVICES DEPT	46	46	46	46	46
FISH AND GAME DEPT	5	5	5	8	9
NATURAL & CULT RESOURCES DEPT	888	906	926	946	934
SAFETY DEPT	24	24	24	14	15
TRANSPORTATION DEPT	172	193	193	246	249
Total	1,135	1,174	1,194	1,260	1,259

* Includes classified temporary full-time seasonal positions as of June 30th of each fiscal year.
 * This report reflects data in NH FIRST on the date the report is generated; historic data will change from year to year due to transactions processed after June 30th.
 * This report does not contain 1 position found in error in FY22.

Report Generated: 6/30/2023 for data as of 6/30/2023 by Position Matrix V6.2

FULL-TIME TEMPORARY POSITIONS BY AGENCY Five-Year History

AGENCY*	2019	2020	2021	2022	2023
ADMINISTRATIVE SERVICES DEPT	12	11	12	26	33
ADVOCATE FOR SPECIAL EDUCATION	0	0	0	0	1
AGRICULT, MARKETS & FOOD DEPT	0	0	0	1	0
BUS & ECON AFFAIRS DEPT	0	0	1	6	10
CORRECTIONS DEPT	3	3	4	3	27
EDUCATION DEPT	10	11	18	26	24
EMPLOYMENT SECURITY DEPT	13	22	37	37	41
ENERGY DEPT	0	0	0	1	4
ENVIRONMENTAL SERVICES DEPT	11	21	18	34	43
FISH AND GAME DEPT	3	3	2	6	8
HHS: BEHAVIORAL HEALTH DIV	8	12	16	12	13
HHS: COMM-BASED CARE SVCS DIV	1	1	0	0	0
HHS: COMMISSIONER'S OFFICE	15	18	16	23	24
HHS: DEVELOPMENTAL SVCS DIV	0	0	1	1	2
HHS: ELDERLY & ADULT SVCS DIV	0	0	0	0	2
HHS: HAMPSTEAD HOSPITAL	0	0	0	21	21
HHS: HUMAN SERVICES DIV	14	14	9	7	10
HHS: MEDICAID & BUS POLICY OFC	1	3	4	3	2
HHS: NH HOSPITAL	46	47	87	22	9
HHS: PUBLIC HEALTH DIV	35	50	60	101	100
HHS: TRANSITIONAL ASSIST DIV	40	41	33	0	0
HOUSING APPEALS BOARD	0	0	0	1	0
INFORMATION TECHNOLOGY DEPT	2	4	4	5	4
JUSTICE DEPT	6	7	6	9	9
LIQUOR COMMISSION	2	3	3	2	4
LOTTERY COMMISSION	0	0	0	1	2
MILITARY AFFRS & VET SVCS DEPT	0	2	0	0	0
NATURAL & CULT RESOURCES DEPT	47	49	44	52	57
PROF LICENSURE & CERT OFFICE	3	3	6	15	35
PUBLIC UTILITIES COMMISSION	1	1	1	1	1
SAFETY DEPT	15	17	16	35	39
STATE DEPT	4	4	4	5	5
TRANSPORTATION DEPT	120	120	93	113	117
VETERANS HOME	0	0	1	1	1
VETERANS SERVICES OFFICE	2	0	0	0	0
Total	414	467	496	570	648

* Includes classified temporary full-time positions as of June 30th of each fiscal year.

* This report reflects data in NH FIRST on the date the report is generated; historic data will change from year to year due to transactions processed after June 30th.

* This report does not contain 1 position found in error.

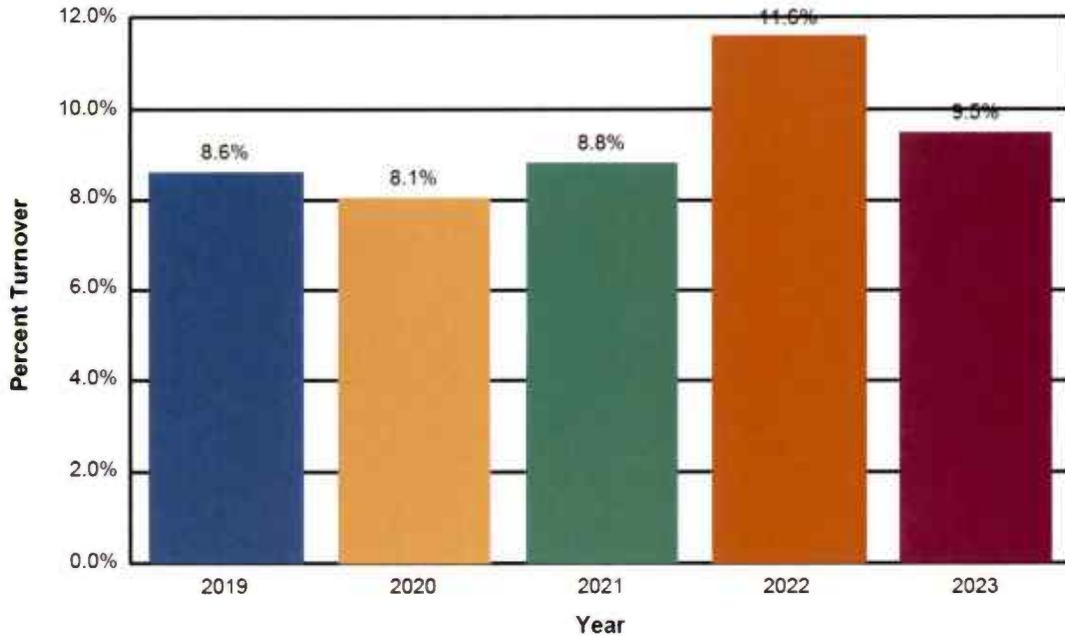
Report Generated: 6/30/2023 for data as of 6/30/2023 by Position Matrix V6.2

PAGE INTENTIONALLY LEFT BLANK

TURNOVER AND SEPARATION FROM SERVICE

TURNOVER
Separations from Classified Service
5 Year History

Turnover of Classified Employees*
Executive Branch
Five Year History



* Turnover is calculated as the number of employees who left full-time state service divided by the number of positions in NH FIRST on the end date of the time period analyzed. Movement within and between state agencies is not considered turnover for the purposes of this report.

* Includes classified full-time permanent and full-time temporary positions expected to last more than 6 months and employee separations for classified full-time permanent and full-time temporary employees working more than 6 months.

Report Generated: 6/30/2023 for data as of 6/30/2023 data using Position Matrix V6.2

TURNOVER OF CLASSIFIED EMPLOYEES

Fiscal Year 2023

Statewide Turnover Rate = 9.5%

Job Classifications with 50 or more Full-Time Employees with Turnover Rates Greater or Equal to State Average Rate	Turnover Rate*
37-2010 BLDG CLEANING WKRS II	11%
ADMINISTRATIVE SECRETARY	8%
ADMINISTRATOR I	9%
ADMINISTRATOR II	7%
ADMINISTRATOR III	11%
ADMINISTRATOR IV	6%
ASST HIGHWAY PATROL FOREMAN	7%
BUSINESS SYSTEMS ANALYST I	9%
BUSINESS SYSTEMS ANALYST II	8%
CHILD PROTECTIVE SVC WKR III	20%
CHILD PROTECTIVE SVC WKR IV	8%
CHILD SUPPORT OFFICER	6%
CORRECTIONS CORPORAL	10%
CORRECTIONS OFFICER	16%
ENVIRONMENTALIST III	14%
ENVIRONMENTALIST IV	5%
EXECUTIVE SECRETARY	7%
FAMILY SERVICES SPECIALIST I	21%
FAMILY SERVICES SPECIALIST II	7%
HIGHWAY MAINTAINER II	33%
HIGHWAY MAINTAINER III	18%
HIGHWAY PATROL FOREMAN	12%
JUV PROBATION AND PAROLE OFF IV	5%
LICENSED NURSING ASSISTANT III	10%
MAINTENANCE MECHANIC II	9%
MENTAL HEALTH WORKER II	9%
PROBATION-PAROLE OFF II	2%
PROGRAM ASSISTANT I	10%
PROGRAM ASSISTANT II	8%
PROGRAM SPECIALIST I	6%
PROGRAM SPECIALIST II	4%
PROGRAM SPECIALIST III	8%
PROGRAM SPECIALIST IV	8%
RETAIL STORE MANAGER I	11%
RETAIL STORE MANAGER II	18%
STATE POLICE SERGEANT	6%

TURNOVER OF CLASSIFIED EMPLOYEES

Fiscal Year 2023

Statewide Turnover Rate = 9.5%

STATE POLICE TROOPER I	14%
SUPERVISOR III	8%
SUPERVISOR IV	2%
SUPERVISOR V	3%
SUPERVISOR VI	3%
TECHNICAL SUPPORT SPEC VI	9%

* Turnover is calculated as the number of employees who left full-time state service divided by the number of positions in NH FIRST on the end date of the time period analyzed. Movement within and between state agencies is not considered turnover for the purposes of this report.

* Includes classified full-time permanent and full-time temporary and seasonal positions expected to last more than 6 months and employee separations for classified full-time permanent and full-time temporary employees working more than 6 months.

Report Generated: 6/30/2023 for data as of 6/30/2023 using Position Matrix V6.2

Turnover of Classified Employees

Fiscal Year 2023 Statewide

Turnover = 9.5%

AGENCY*	# of Positions	# of Separations	Turnover Rate
ADJUDICATIVE COMMISSIONERS-PUC	8	0	0%
ADMINISTRATIVE SERVICES DEPT	318	22	7%
ADVOCATE FOR SPECIAL EDUCATION	1	0	0%
AGRICULT, MARKETS & FOOD DEPT	38	2	5%
BANKING DEPT	45	2	4%
BUS & ECON AFFAIRS DEPT	80	7	9%
CONSERVATION LAND STWDSHP PRGM	2	0	0%
CONSUMER ADVOCATE	4	4	100%
CORRECTIONS DEPT	960	79	8%
DEVELOPMENT DISABILITIES CNCL	3	0	0%
EDUCATION DEPT	310	33	11%
EMPLOYMENT SECURITY DEPT	312	33	11%
ENERGY DEPT	74	9	12%
ENVIRONMENTAL SERVICES DEPT	514	44	9%
EXECUTIVE DEPT	5	1	20%
FISH AND GAME DEPT	191	10	5%
HHS: BEHAVIORAL HEALTH DIV	57	3	5%
HHS: COMMISSIONER'S OFFICE	501	31	6%
HHS: DEVELOPMENTAL SVCS DIV	41	0	0%
HHS: ELDERLY & ADULT SVCS DIV	92	9	10%
HHS: GLENCLIFF HOME	167	20	12%
HHS: HAMPSTEAD HOSPITAL	21	1	5%
HHS: HUMAN SERVICES DIV	870	95	11%
HHS: MEDICAID & BUS POLICY OFC	26	0	0%
HHS: NH HOSPITAL	681	59	9%
HHS: PUBLIC HEALTH DIV	342	30	9%
HHS: TRANSITIONAL ASSIST DIV	447	59	13%
HOUSING APPEALS BOARD	1	0	0%
HUMAN RIGHTS COMMISSION	8	1	13%
INFORMATION TECHNOLOGY DEPT	357	22	6%
INSURANCE DEPT	67	3	4%
JUDICIAL COUNCIL	2	0	0%
JUSTICE DEPT	66	7	11%
LABOR DEPT	81	9	11%
LIQUOR COMMISSION	342	65	19%
LOTTERY COMMISSION	84	10	12%
MILITARY AFFRS & VET SVCS DEPT	158	7	4%
NATURAL & CULT RESOURCES DEPT	248	16	6%
NH STATE COMM ON AGING	1	0	0%
OFFICE OF CHILD ADVOCATE	6	2	33%
PEASE DEVELOPMENT AUTHORITY	5	1	20%

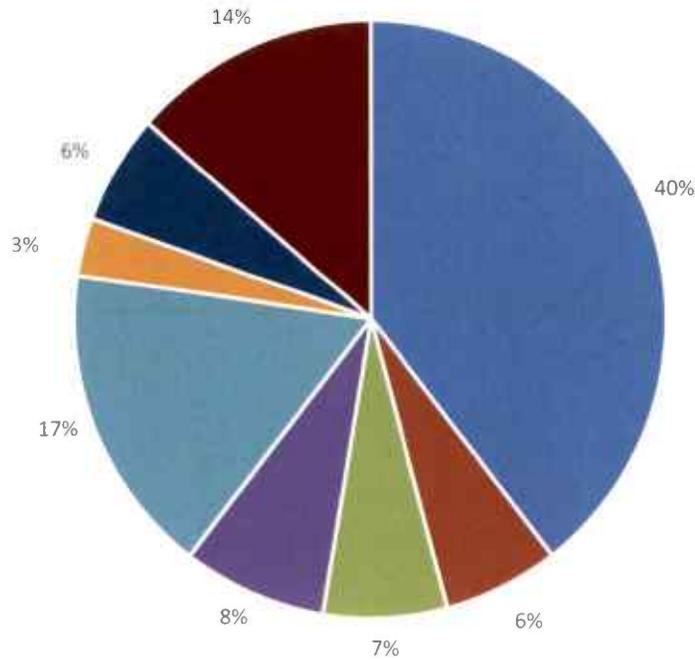
Turnover of Classified Employees

Fiscal Year 2023 Statewide Continued

Turnover = 9.5%

AGENCY*	# of Positions	# of Separations	Turnover Rate
POLICE STDS & TRAINING COUNCIL	25	2	8%
PROF LICENSURE & CERT OFFICE	112	15	13%
PUBLIC EMPLOYEE LABOR REL BRD	4	0	0%
PUBLIC UTILITIES COMMISSION	1	0	0%
REVENUE ADMINISTRATION DEPT	117	5	4%
SAFETY DEPT	1,164	119	10%
STATE DEPT	70	3	4%
TAX AND LAND APPEALS BOARD	4	0	0%
TRANSPORTATION DEPT	1,666	162	10%
TREASURY DEPT	18	1	6%
VETERANS HOME	381	39	10%
Total	11,098	1,042	9.5%

DISTRIBUTION OF SEPARATED EMPLOYEES BY LENGTH OF SERVICE* Fiscal Year 2023



■ <2 Years
 ■ 10-14 Years
 ■ 15-19 Years
 ■ 20-24 Years
 ■ 2-4 Years
 ■ 25-29 Years
 ■ 30+ Years
 ■ 5-9 Years

*Distribution percentage is calculated as the number of employees that left full-time state service in each length of service category divided by the total number of employees that left full-time state service during the time period analyzed.

*Includes classified full-time permanent employees and classified full-time temporary and seasonal employees working more than 6 months.

Report Generated: 6/30/2023 for separations data for 7/01/2022-6/30/2023 (FY 23) based on Employee Matrix V6.4

RATE OF SEPARATION BY LENGTH OF SERVICE
Fiscal Year 2023

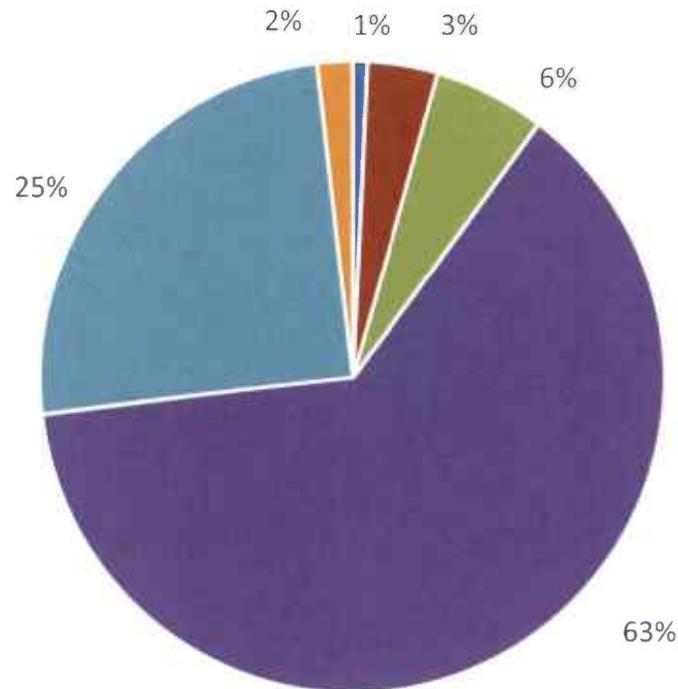
Length of Service* (Years)	Number of Separations	Number of Employees	% Separated In FY 2021	Change from FY 2020
<2 Years	412	1966	21%	-4%
2-4 Years	66	1436	5%	-11%
5-9 Years	71	1884	4%	-6%
10-14 Years	82	833	10%	0%
15-19 Years	176	1159	15%	6%
20-24 Years	33	876	4%	-12%
25-29 Years	62	381	16%	1%
30+ Years	141	419	34%	9%

* Separation rate is calculated by using the number of employees who left full-time state service divided by the number of employees in that length of service category in NH FIRST on the end date of the time period analyzed.

* Number of Separations and Number of Employees includes classified full-time permanent and full-time temporary and seasonal employees working more than 6 months only.

Report Generated: 6/30/2023 for separations data for 7/01/2022-6/30/2023 (FY22) based on Employee Matrix V6.4. Employee counts generated 6/30/2023.

EMPLOYEE SEPARATION FROM SERVICE BY REASON Fiscal Year 2023



■ Death ■ Medical ■ Other ■ Personal Reasons ■ Retirement ■ Termination for Cause

*Distribution percentage is calculated as the number of employees that left full-time state service in each reason code category divided by the total number of employees that left full-time state service during the time period analyzed.

*Includes classified full-time permanent employees and classified full-time temporary employees working more than 6 months.

Report Generated: 6/30/2023 for separations data for 7/01/2022-6/30/2023 (FY 23) based on Employee Matrix V6.4.

PAGE INTENTIONALLY LEFT BLANK

VACANCY RATE FOR FULL-TIME POSITIONS BY AGENCY
Fiscal Year 2023

AGENCY*	# of Positions	# of Vacancies	Vacancy Rate
ADJUDICATIVE COMMISSIONERS-PUC	8	1	13%
ADMINISTRATIVE SERVICES DEPT	318	69	22%
ADVOCATE FOR SPECIAL EDUCATION	1	1	100%
AGRICULT, MARKETS & FOOD DEPT	38	1	3%
BANKING DEPT	45	0	0%
BUS & ECON AFFAIRS DEPT	80	10	13%
CONSERVATION LAND STWDSHP PRGM	2	0	0%
CONSUMER ADVOCATE	4	2	50%
CORRECTIONS DEPT	960	249	26%
DEVELOPMENT DISABILITIES CNCL	3	1	33%
EDUCATION DEPT	310	65	21%
EMPLOYMENT SECURITY DEPT	312	53	17%
ENERGY DEPT	74	11	15%
ENVIRONMENTAL SERVICES DEPT	514	82	16%
EXECUTIVE DEPT	5	0	0%
FISH AND GAME DEPT	191	15	8%
HHS: BEHAVIORAL HEALTH DIV	57	9	16%
HHS: COMMISSIONER'S OFFICE	501	65	13%
HHS: DEVELOPMENTAL SVCS DIV	41	4	10%
HHS: ELDERLY & ADULT SVCS DIV	92	5	5%
HHS: GLENCLIFF HOME	167	56	34%
HHS: HAMPSTEAD HOSPITAL	21	6	29%
HHS: HUMAN SERVICES DIV	870	86	10%
HHS: MEDICAID & BUS POLICY OFC	26	5	19%
HHS: NH HOSPITAL	681	177	26%
HHS: PUBLIC HEALTH DIV	342	63	18%
HHS: TRANSITIONAL ASSIST DIV	447	77	17%
HOUSING APPEALS BOARD	1	0	0%
HUMAN RIGHTS COMMISSION	8	0	0%
INFORMATION TECHNOLOGY DEPT	357	44	12%
INSURANCE DEPT	67	10	15%
JUDICIAL COUNCIL	2	0	0%
JUSTICE DEPT	66	3	5%
LABOR DEPT	81	13	16%
LIQUOR COMMISSION	342	40	12%
LOTTERY COMMISSION	84	17	20%
MILITARY AFFRS & VET SVCS DEPT	158	63	40%
NATURAL & CULT RESOURCES DEPT	248	39	16%
NH STATE COMM ON AGING	1	0	0%
OFFICE OF CHILD ADVOCATE	6	0	0%
PEASE DEVELOPMENT AUTHORITY	5	1	20%
POLICE STDS & TRAINING COUNCIL	25	1	4%
PROF LICENSURE & CERT OFFICE	112	24	21%
PUBLIC EMPLOYEE LABOR REL BRD	4	1	25%
PUBLIC UTILITIES COMMISSION	1	1	100%
REVENUE ADMINISTRATION DEPT	117	20	17%
SAFETY DEPT	1164	210	18%

AGENCY*	# of Positions	# of Vacancies	Vacancy Rate
STATE DEPT	70	8	11%
TAX AND LAND APPEALS BOARD	4	1	25%
TRANSPORTATION DEPT	1666	395	24%
TREASURY DEPT	18	1	6%
VETERANS HOME	381	136	36%
Grand Total	11098	2141	19%

*Includes classified full-time permanent, and full-time temporary positions expected to last more than 6 months.

*Vacancy Rate = Total number of vacancies divided by total number of positions. This report does not contain 1 position found in error.

Report Generated: 6/30/2023 for data as of 6/30/2023 by Position Matrix V6.2.

VACANT POSITIONS ON JUNE 30, 2020, BY NUMBER OF DAYS VACANT BY POSITION TYPE

POSITION*	# Vacant with Date	# Vacant <= 30 days	# Vacant >31-60 days	# Vacant >61-90 days	# Vacant >91-240 days	# Vacant >240 days
FULL-TIME	1978	220	163	142	386	1067
FULL-TIME TEMPORARY	163	59	13	12	38	41
Total	2,141	279	176	154	424	1108
% of TOTAL		13%	8%	7%	20%	52%

*Includes classified full-time permanent and full-time temporary positions expected to last more than 6 months. This report does not contain 1 position found in error.

Report Generated: 6/30/2023 for data as of 6/30/2023 by Position Matrix V6.2

VACANT FULL-TIME POSITIONS ON JUNE 30, 2020, BY NUMBER OF DAYS

AGENCY*	# of Vacancies with Date	# Vacant <=30 Days	# Vacant >30-60 Days	# Vacant >60-90 Days	# Vacant >90-240 Days	# Vacant > 240 Days
ADJUDICATIVE COMMISSIONERS-PUC	1	0	0	0	1	0
ADMINISTRATIVE SERVICES DEPT	69	13	4	3	18	31
ADVOCATE FOR SPECIAL EDUCATION	1	0	0	0	1	0
AGRICULT, MARKETS & FOOD DEPT	1	0	0	0	1	0
BUS & ECON AFFAIRS DEPT	10	3	1	0	1	5
CONSUMER ADVOCATE	2	0	0	0	2	0
CORRECTIONS DEPT	249	17	25	21	46	140
DEVELOPMENT DISABILITIES CNCL	1	0	0	0	0	1
EDUCATION DEPT	65	9	4	7	13	32
EMPLOYMENT SECURITY DEPT	53	13	2	6	11	21
ENERGY DEPT	11	0	2	0	4	5
ENVIRONMENTAL SERVICES DEPT	82	12	11	7	26	26
FISH AND GAME DEPT	15	3	2	1	1	8
HHS: BEHAVIORAL HEALTH DIV	9	0	0	3	2	4
HHS: COMMISSIONER'S OFFICE	65	8	4	5	11	37
HHS: DEVELOPMENTAL SVCS DIV	4	0	2	0	0	2
HHS: ELDERLY & ADULT SVCS DIV	5	1	1	0	1	2
HHS: GLENCLIFF HOME	56	2	1	1	7	45
HHS: HAMPSHAD HOSPITAL	6	3	0	0	1	2
HHS: HUMAN SERVICES DIV	86	14	10	8	17	37
HHS: MEDICAID & BUS POLICY OFC	5	1	0	0	1	3
HHS: NH HOSPITAL	177	30	13	4	33	97
HHS: PUBLIC HEALTH DIV	63	13	6	3	16	25
HHS: TRANSITIONAL ASSIST DIV	77	8	15	11	23	20
INFORMATION TECHNOLOGY DEPT	44	7	4	3	9	21
INSURANCE DEPT	10	2	0	0	0	8
JUSTICE DEPT	3	1	0	0	0	2
LABOR DEPT	13	2	0	0	1	10
LIQUOR COMMISSION	40	10	6	5	17	2
LOTTERY COMMISSION	17	7	0	2	1	7
MILITARY AFFRS & VET SVCS DEPT	63	4	0	2	6	51
NATURAL & CULT RESOURCES DEPT	39	10	5	1	5	18
PEASE DEVELOPMENT AUTHORITY	1	0	0	0	0	1
POLICE STDS & TRAINING COUNCIL	1	1	0	0	0	0
PROF LICENSURE & CERT OFFICE	24	10	4	3	7	0
PUBLIC EMPLOYEE LABOR REL BRD	1	0	0	0	0	1
PUBLIC UTILITIES COMMISSION	1	0	0	0	0	1
REVENUE ADMINISTRATION DEPT	20	4	1	1	4	10
SAFETY DEPT	210	25	25	19	54	87
STATE DEPT	8	0	1	0	1	6
TAX AND LAND APPEALS BOARD	1	0	0	0	0	1
TRANSPORTATION DEPT	395	38	22	34	64	237
TREASURY DEPT	1	0	0	0	0	1
VETERANS HOME	136	8	5	4	18	101
Grand Total	2141	279	176	154	424	1108

*Includes classified full-time permanent and full-time temporary positions expected to last more than 6 months. This report does not contain 1 position found in error.

VACANCY RATE ON JUNE 30, 2023, BY POSITION TYPE

POSITION*	Number of Positions	Number of Vacancies	Vacancy Rate (%)
FULL-TIME	10,580	1978	18%
FULL-TIME TEMPORARY	518	163	31%
Total	11,098	2141	19%

*Includes classified full-time permanent and full-time temporary positions expected to last more than 6 months.
 *Vacancy Rate = Total number of vacancies divided by total number of positions. This report does not contain 1 position found in error.

Report Generated: 6/30/2023 for data as of 6/30/2023 by Position Matrix V6.2.

PAGE INTENTIONALLY LEFT BLANK

RETIREMENT ELIGIBILITY

EXECUTIVE BRANCH - GROUP 1 EMPLOYEES
Estimate of Current and Future Eligibility for Retirement & State Health Insurance Benefit

7,948 Employees* - Based on Current Employees as of 6/30/2023.

As of July 1:	2023	% of Total Pop	2025	% of Total Pop
Eligible Age 65+ (with health ins ben)	147	1.8%	288	3.6%
Eligible Age 65+ (w/o health ins ben)	297	3.7%	460	5.8%
Eligible Age 60+ (with health ins ben)	333	4.2%	475	6.0%
Eligible Age 60+ (w/o health ins ben)	223	2.8%	198	2.5%
Early Eligible - 70 rule (with health ins ben)	226	2.8%	254	3.2%
Early Eligible - 70 rule (w/o health ins ben)	683	8.6%	670	8.4%
Early Eligible - Age 50-59 (with health ins ben)	0	0%	0	0%
Early Eligible - Age 50-59 (w/o health ins ben)	478	6.0%	337	4.2%
Total Eligible	2,387	30.0%	2,682	33.7%
"Likely to Retire" 65+ or 60+ with health ins ben	777	9.8%	1,223	15.4%

*Includes full-time and full-time temporary classified and unclassified employees expected to work more than 6 months. Employees are counted only in the first eligibility group that they qualify for top-to-bottom, even if they qualify under more than category (e.g., employees who qualify under both Early Eligibility Rules are only counted in the "70 Rule" category).

Report generated 6/30/2023 based on employee data for 6/30/2023 by Employee Matrix V6.4 for FY 23.

EXECUTIVE BRANCH - GROUP I EMPLOYEES
Estimate of Future Eligibility for Retirement by Agency as of July 1,2023I
7,784 Employees* - Based on Current Employees as of: 6/30/2023.

Agency	% Eligible 65+ (w/health ben)	% Eligible 65+ (w/o health ben)	% Eligible 60+ (w/health ben)	% Eligible 60+ (w/o health ben)	% Eligible 70 Rule (w/health ben)	% Eligible 70 Rule (w/o health ben)	% Eligible 50-59 (w/health ben)	% Eligible 50-59 (w/o health ben)	Total % Eligible	% "Likely"
ADJUDICATIVE COMMISSIONERS-PUC	0%	0%	0%	0%	0%	0.00%	0.00%	0.00%	0.00%	0.00%
ADMINISTRATIVE SERVICES DEPT	3%	4%	4%	4%	4%	4.80%	0.00%	6.00%	30.50%	11.60%
AGRICULT, MARKETS & FOOD DEPT	0%	0%	11%	3%	0%	10.80%	0.00%	10.80%	35.10%	10.80%
BANKING DEPT	0%	0%	2%	2%	2%	4.40%	0.00%	15.60%	26.70%	2.20%
BUS & ECON AFFAIRS DEPT	3%	7%	1%	0%	4%	5.70%	0.00%	8.60%	30.00%	11.40%
CONSERVATION LAND STWDSHP	50%	0%	0%	0%	0%	0.00%	0.00%	0.00%	50.00%	50.00%
CONSUMER ADVOCATE	0%	0%	0%	0%	0%	0.00%	0.00%	0.00%	0.00%	0.00%
CORRECTIONS DEPT	1%	2%	2%	1%	2%	6.70%	0.00%	8.70%	23.10%	4.80%
DEVELOPMENT DISABILITIES CNCL	0%	0%	0%	0%	0%	0.00%	0.00%	0.00%	0.00%	0.00%
EDUCATION DEPT	2%	2%	4%	2%	2%	4.90%	0.00%	2.00%	20.30%	8.50%
EMPLOYMENT SECURITY DEPT	2%	10%	5%	5%	4%	6.60%	0.00%	11.60%	43.60%	17.40%
ENERGY DEPT	0%	11%	6%	5%	2%	6.30%	0.00%	3.20%	33.30%	17.50%
ENVIRONMENTAL SERVICES DEPT	2%	3%	6%	2%	4%	11.10%	0.00%	4.90%	33.60%	11.30%
EXECUTIVE DEPT	0%	20%	0%	0%	0%	20.00%	0.00%	20.00%	60.00%	20.00%
FISH AND GAME DEPT	3%	2%	6%	2%	5%	12.70%	0.00%	4.50%	35.80%	11.20%
HHS: BEHAVIORAL HEALTH DIV	6%	2%	2%	2%	2%	10.40%	0.00%	6.30%	31.30%	10.40%
HHS: COMMISSIONER'S OFFICE	2%	4%	6%	3%	3%	9.20%	0.00%	5.90%	33.20%	11.70%
HHS: DEVELOPMENTAL SVCS DIV	0%	5%	5%	0%	0%	2.70%	0.00%	5.40%	18.90%	10.80%
HHS: ELDERLY & ADULT SVCS DIV	3%	7%	3%	5%	3%	9.20%	0.00%	8.00%	39.10%	13.80%
HHS: GLENCLIFF HOME	3%	5%	5%	1%	0%	9.90%	0.00%	6.30%	30.60%	13.50%
HHS: HAMPSTEAD HOSPITAL	7%	7%	7%	7%	0%	6.70%	0.00%	6.70%	40.00%	20.00%
HHS: HUMAN SERVICES DIV	1%	1%	2%	2%	2%	9.30%	0.00%	3.60%	19.90%	4.00%
HHS: MEDICAID & BUS POLICY OFC	0%	0%	5%	0%	5%	20.00%	0.00%	0.00%	30.00%	5.00%
HHS: NH HOSPITAL	2%	3%	4%	2%	2%	7.50%	0.00%	5.40%	26.60%	9.10%
HHS: PUBLIC HEALTH DIV	2%	2%	6%	2%	1%	3.90%	0.00%	5.40%	22.60%	9.70%
HHS: TRANSITIONAL ASSIST DIV	1%	1%	4%	3%	1%	7.30%	0.00%	6.80%	23.20%	5.40%
HOUSING APPEALS BOARD	0%	0%	0%	0%	0%	0.00%	0.00%	0.00%	0.00%	0.00%
HUMAN RIGHTS COMMISSION	0%	0%	0%	0%	0%	0.00%	0.00%	0.00%	0.00%	0.00%
INFORMATION TECHNOLOGY DEPT	4%	5%	7%	4%	3%	11.80%	0.00%	8.30%	42.80%	16.30%
INSURANCE DEPT	12%	7%	5%	7%	0%	5.30%	0.00%	8.80%	45.60%	24.60%
JUDICIAL COUNCIL	0%	0%	0%	0%	0%	50.00%	0.00%	0.00%	50.00%	0.00%
JUSTICE DEPT	2%	6%	2%	2%	2%	6.30%	0.00%	4.80%	23.80%	9.50%
LABOR DEPT	2%	4%	4%	3%	0%	7.40%	0.00%	2.90%	23.50%	10.30%
LIQUOR COMMISSION	1%	2%	1%	3%	1%	6.70%	0.00%	3.20%	18.00%	4.20%
LOTTERY COMMISSION	0%	2%	6%	0%	3%	6.00%	0.00%	4.50%	20.90%	7.50%
MILITARY AFFRS & VET SVCS DEPT	1%	8%	2%	5%	1%	11.60%	0.00%	8.40%	37.90%	11.60%
NATURAL & CULT RESOURCES DEPT	3%	3%	5%	2%	3%	11.60%	0.00%	9.00%	36.70%	11.10%
NH STATE COMM ON AGING	0%	0%	0%	0%	0%	0.00%	0.00%	0.00%	0.00%	0.00%
OFFICE OF CHILD ADVOCATE	0%	0%	0%	0%	0%	0.00%	0.00%	0.00%	0.00%	0.00%
PEASE DEVELOPMENT AUTHORITY	0%	0%	0%	50%	0%	0.00%	0.00%	50.00%	100.00%	0.00%
POLICE STDS & TRAINING COUNCIL	13%	6%	0%	0%	6%	6.30%	0.00%	0.00%	31.30%	18.80%
PROF LICENSURE & CERT OFFICE	0%	6%	0%	2%	0%	4.50%	0.00%	3.40%	15.90%	5.70%
PUBLIC EMPLOYEE LABOR REL BRD	0%	0%	0%	33%	0%	0.00%	0.00%	66.70%	100.00%	0.00%
REVENUE ADMINISTRATION DEPT	0%	2%	4%	5%	6%	10.30%	0.00%	5.20%	33.00%	6.20%
SAFETY DEPT	1%	4%	4%	2%	2%	9.20%	0.00%	6.80%	28.40%	9.00%
STATE DEPT	8%	10%	8%	5%	0%	9.70%	0.00%	8.10%	48.40%	25.80%
TAX AND LAND APPEALS BOARD	0%	0%	0%	33%	0%	33.30%	0.00%	0.00%	66.70%	0.00%
TRANSPORTATION DEPT	2%	4%	5%	4%	6%	10.30%	0.00%	6.40%	37.30%	10.90%
TREASURY DEPT	0%	12%	6%	0%	0%	5.90%	0.00%	5.90%	29.40%	17.60%
VETERANS HOME	0%	5%	1%	5%	0%	7.00%	0.00%	6.60%	25.00%	6.60%
TOTAL	2%	4%	4%	3%	3%	8.60%	0.00%	6.00%	30.00%	9.80%

* Includes full-time and full-time temporary classified and unclassified employees expected to work more than 6 months. Employees are counted only in the first eligibility group that they qualify for left-to-right, even if they qualify under more than one category (e.g., employees who qualify under both Early Eligibility Rules are only counted in the "70 Rule" category).

Report generated 6/30/2023 based on employee data for 6/30/2023 by Employee Matrix V6.4 for FY 23.

EXECUTIVE BRANCH - GROUP I EMPLOYEES
Estimate of Future Eligibility for Retirement by Agency as of July 1, 2025
7,784 Employees* - Based on Current Employees as of: 6/30/2023.

Agency	% Eligible 65+ (w/health ben)	% Eligible 65+ (w/o health ben)	% Eligible 60+ (w/health ben)	% Eligible 60+ (w/o health ben)	% Eligible 70 Rule (w/health ben)	% Eligible 70 Rule (w/o health ben)	% Eligible 50-59 (w/health ben)	% Eligible 50-59 (w/o health ben)	Total % Eligible	% "Likely"
ADJUDICATIVE COMMISSIONERS-ADMINISTRATIVE SERVICES DEPT	0%	0%	0%	0%	0%	0%	0%	13%	13%	0%
AGRICULT, MARKETS & FOOD DEPT	0%	0%	0%	0%	0%	0%	0%	25%	25%	0%
BANKING DEPT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
BUS & ECON AFFAIRS DEPT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
CONSUMER ADVOCATE	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
CORRECTIONS DEPT	0%	6%	6%	0%	0%	0%	0%	13%	25%	13%
EDUCATION DEPT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
EMPLOYMENT SECURITY DEPT	33%	17%	0%	0%	0%	0%	0%	0%	50%	50%
ENERGY DEPT	14%	14%	0%	0%	0%	14%	0%	0%	43%	29%
ENVIRONMENTAL SERVICES DEPT	33%	0%	17%	0%	17%	17%	0%	0%	83%	50%
EXECUTIVE COUNCIL	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
EXECUTIVE DEPT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
FISH AND GAME DEPT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
HHS: BEHAVIORAL HEALTH DIV	0%	0%	0%	0%	0%	0%	0%	25%	25%	0%
HHS: COMMISSIONER'S OFFICE	3%	8%	8%	0%	0%	13%	0%	8%	40%	18%
HHS: DEVELOPMENTAL SVCS DIV	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
HHS: ELDERLY & ADULT SVCS DIV	0%	0%	0%	0%	0%	100%	0%	0%	100%	0%
HHS: GLENCLIFF HOME	0%	0%	0%	0%	0%	100%	0%	0%	100%	0%
HHS: HAMPSTEAD HOSPITAL	0%	0%	0%	0%	0%	17%	0%	17%	33%	0%
HHS: HUMAN SERVICES DIV	0%	33%	0%	0%	0%	0%	0%	0%	33%	33%
HHS: MEDICAID & BUS POLICY OFC	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
HHS: NH HOSPITAL	0%	0%	0%	15%	0%	0%	0%	0%	15%	0%
HHS: PUBLIC HEALTH DIV	0%	0%	0%	0%	0%	33%	0%	0%	33%	0%
HHS: TRANSITIONAL ASSIST DIV	0%	0%	0%	0%	0%	0%	0%	50%	50%	0%
HOUSING APPEALS BOARD	0%	33%	0%	0%	0%	0%	0%	0%	33%	33%
INFORMATION TECHNOLOGY DEPT	0%	33%	0%	0%	0%	22%	0%	0%	56%	33%
INSURANCE DEPT	0%	7%	0%	7%	0%	0%	0%	7%	20%	7%
JUDICIAL COUNCIL	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
JUSTICE DEPT	1%	5%	0%	2%	1%	6%	0%	1%	17%	6%
LABOR DEPT	0%	0%	50%	0%	0%	0%	0%	0%	50%	50%
LIQUOR COMMISSION	0%	0%	0%	25%	25%	0%	0%	0%	50%	0%
LOTTERY COMMISSION	0%	0%	0%	0%	0%	0%	0%	100%	100%	0%
MILITARY AFFRS & VET SVCS DEPT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
NATURAL & CULT RESOURCES DEPT	14%	0%	0%	0%	0%	0%	0%	14%	29%	14%
OFFICE OF CHILD ADVOCATE	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
PEASE DEVELOPMENT AUTHORITY	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
POLICE STDS & TRAINING COUNCIL	0%	17%	0%	0%	0%	0%	0%	0%	17%	17%
PROF LICENSURE & CERT OFFICE	0%	4%	7%	7%	4%	11%	0%	7%	39%	11%
REVENUE ADMINISTRATION DEPT	0%	0%	10%	0%	0%	0%	0%	0%	10%	10%
SAFETY DEPT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
STATE DEPT	10%	20%	0%	0%	0%	0%	0%	0%	30%	30%
TAX AND LAND APPEALS BOARD	67%	0%	0%	0%	0%	0%	0%	33%	100%	67%
TRANSPORTATION DEPT	0%	13%	25%	0%	13%	13%	0%	13%	75%	38%
TREASURY DEPT	0%	0%	20%	0%	0%	40%	0%	0%	60%	20%
VETERANS HOME	0%	0%	0%	0%	0%	0%	0%	100%	100%	0%
TOTAL	1.8%	3.7%	4.2%	2.8%	2.8%	8.6%	0.0%	6.0%	30.0%	9.8%

* Includes full-time and full-time temporary classified and unclassified employees expected to work more than 6 months. Employees are counted only in the first eligibility group that they qualify for left-to-right, even if they qualify under more than one category (e.g., employees who qualify under both Early Eligibility Rules are only counted in the "70 Rule" category).

Report generated 6/30/2023 based on employee data for 6/30/2023 by Employee Matrix V6.4 for FY 23.

EXECUTIVE BRANCH - GROUP 2 EMPLOYEES

**Estimate of Future Eligibility for Retirement & State Health Insurance Benefit
1,006 Employees - Based on Current Employees as of: 6/30/2023**

As of July 1:	2023	% of Total Pop	2025	% of Total Pop
Eligible Age 60+ (with health ins ben)	30	3.0%	42	4.2%
Eligible Age 60+ (without health ins ben)	28	2.8%	41	4.1%
Eligible Age 45+ with 20+ YFS (with health ins ben)	89	8.8%	93	9.2%
Eligible Age 46-52.5 with 25+ YFS (with health ins ben)	0	0%	0	0%
Eligible Age 50-52.5 with 25+ YFS (without health ins ben)	0	0%	0	0%
Total Eligible	147	14.6%	200	19.9%
Total Eligible & "Likely" (with health benefit)	119	11.8%	159	15.8%

*Includes full-time and full-time temporary classified and unclassified employees expected to work more than 6 months. "YFS" = years of full-time service.

Report generated 6/30/2023 based on employee data for 6/30/2023 by Employee Matrix V6.4 for FY 23.

EXECUTIVE BRANCH - GROUP 2 EMPLOYEES
Estimate of Current Eligibility for Retirement as of July 1, 2023
1,006 Employees* - Based on Current Employees as of: 6/30/2023

AGENCY	Eligible Age 45+ with 20+ YFS (with health ins ben)	Eligible Age 46-52.5 with 25+ YFS (with health ins ben)	Eligible Age 60+ (with health ins ben)	Eligible Age 60+ (without health ins ben)	Total Eligible
CORRECTIONS DEPT	10.4%	0%	4.0%	4.4%	18.8%
FISH AND GAME DEPT	11.9%	0%	4.8%	0.0%	16.7%
LIQUOR COMMISSION	0.0%	0%	0.0%	0.0%	0.0%
NATURAL & CULT RESOURCES DEPT	10.0%	0%	0.0%	0.0%	10.0%
PEASE DEVELOPMENT AUTHORITY	0.0%	0%	50.0%	0.0%	50.0%
POLICE STDS & TRAINING COUNCIL	0.0%	0%	0.0%	0.0%	0.0%
SAFETY DEPT	6.3%	0%	0.9%	0.3%	7.5%
TOTAL	8.8%	0%	3.0%	2.8%	14.6%

* Includes full-time and full-time temporary classified and unclassified employees expected to work more than 6 months.
 "YFS" = years of full-time service

Report generated 6/30/2023 based on employee data for 6/30/2023 by Employee Matrix V6.4 for FY 23.

EXECUTIVE BRANCH - GROUP 2 EMPLOYEES
Estimate of Future Eligibility for Retirement as of July 1, 2025
1,006 Employees* - Based on Current Employees as of: 6/30/2023.

AGENCY	Eligible Age 45+ with 20+ YFS (with health ins ben)	Eligible Age 46-52.5 with 25+ YFS (with health ins ben)	Eligible Age 60+ (with health ins ben)	Eligible Age 60+ (without health ins ben)	Total Eligible
CORRECTIONS DEPT	66.7%	0%	0%	0%	33.3%
LIQUOR COMMISSION	0.0%	0%	0%	0%	0.0%
SAFETY DEPT	0.0%	0%	0%	0%	0.0%
TOTAL	40.0%	0%	0%	0%	40.0%

* Includes full-time and full-time temporary classified and unclassified employees expected to work more than 6 months.
 "YFS" = years of full-time service

Report generated 6/30/2023 based on employee data for 6/30/2023 by Employee Matrix V6.4 for FY 23.

DIVISION OF PERSONNEL WORK ACTIVITIES

CENTRAL HUMAN RESOURCES PROCESSING OPERATIONS UNIT

Central Human Resources Processing Operations Unit (COU) oversees maintenance of employee records and positions, recruitment, and statewide leave programs. The COU processes all human resources audits affecting classified, unclassified, and non-classified employees in compliance with state statutes, the personnel rules and collective bargaining agreements.

The COU collaborates with the DAS' Division of Enterprise Applications Management (DEAM) and Bureau of Accounting (BOA) to identify and implement improvements in processing human resource transactions in the NH FIRST ERP system. The COU maintains a library of documented policies and procedures, reference materials and training documentation on the Division's webpage and on the DAS' intranet site Sunspot. The COU meets regularly with agency HR representatives facilitating community feedback, best practices, and continuous process improvement. With oversight from DEAM, the COU conducts user acceptance testing for system upgrades, use of new/modified codes and implementation of new functionality within the NH FIRST ERP system.

In FY 23, the COU worked with agency HR staff to update standard operating procedures and associated template forms on the following topics:

- Updated Family Medical Leave Act (FMLA) and Income Protection Plan (IPP) application policies and procedures and introducing a new FMLA calendar year.
- Implemented the new Paid Family Leave (PFL) program.
- Worked with DEAM to review all the incentives programs state-wide for accurate payments.
- Collaborated with the Classification Unit (CU) to update the system, aligning all position titles to new corresponding Standard Occupational Classification (SOC) titles.
- Assisted the CU with projects, which included:
 - SOC Project adding soc titles under the position information for redesign
 - PPO Reallocation
 - Liquor Reallocation
 - Public Defender Project
 - Mental Health Worker Project
 - Forest Protection Project
 - Building Service Worker Project
 - Conservation Project
 - Highway Patrol Foreman Project
 - Corrections Project
 - Agricultural Project
- Enhanced recruitment activities in NH FIRST ERP system as follows:
 - Redesigned applicant correspondence templates;
 - Redesigned the posting templates;
 - Increased functionality in Manager Space widget;
 - Re-engineered external facing applicant website; and
 - Trained agency HR to utilize Recruiter Space.
- Increased efficiency and customer focused certification process.
- Worked with Employee Relations to align the RSA 273 project with the unions

In FY 23, the Division provided training for agency HR staff on the following topics:

- Generalist Role – basic HR operational functions.
- Recruiter Role – posting positions, applicant tracking, hiring and transferring employees from one agency to another agency.
- Leave Management – compliance with federal and state laws when an employee needs a leave of absence.
- Report Management – applicable NH FIRST agency reports reflecting goals, budget and vacancies.
- System Upgrades – process and procedures to ensure compliance with NH FIRST statement of record.
- Policies, procedures, personnel rules, collective bargaining agreements, RSAs – to ensure compliance with these.

The COU is responsible for performing the following functions:

- Advising, training, and assisting state agencies' HR staff on the employee life cycle including the creation of job requisitions, employee maintenance, position maintenance, hiring processes, and interpretation of personnel rules to maintain consistency across all state agencies.
- Ensuring consistency in the evaluation and certification of minimum qualifications as stated in the personnel rules, meeting statewide certification standards.
- Consulting and reviewing any proposed revisions to agency and statewide minimum qualification requirements.
- Developing and implementing policy and procedural revisions based upon interpretations of new laws and executive orders in recruitment and selection.
- Promoting the State as an employer of choice by implementing recruitment strategies with a strong social media presence, highlighting mission critical positions, and utilizing agency Public Information Officers (PIO) for agency specific recruitment.
- Maintaining up-to-date career opportunities and employment incentives on the State's online Job Opportunities portal.
- Tracking recruitment and performance metrics to determine the success of recruitment strategies and realign agency specific strategies as needed.
- Implementing up-to-date best practices for recruitment and retention statewide and for agency specific modeling.
- Facilitating and testing upgrades of the Talent Acquisition module within NH FIRST, including the creating of recruitment reports and oversight of the recruitment-landing page.

During FY 23, the COU continued to work with the DEAM to improve the applicant experience by removing barriers from the online job posting and application process.

Additionally, the COU continued to work to better define and standardize steps involved in the recruitment process. Process improvement efforts have reduced the number of paper applications received, increased the expediency processing of applications, and facilitated efficient and timely hiring of applicants.

The numbers depicted in the following tables display only those positions posted in the State Online Recruitment System. The personnel rules do not require part-time or temporary seasonal positions to be posted through NH FIRST. Additionally, the numbers do not include candidates that applied outside of the state Online Recruitment System using a paper application.

RECRUITMENT OF FULL-TIME AND PART-TIME POSITIONS BY MONTH
Fiscal Year 2023

Month	Internal Postings	External Postings	Full-Time Postings	Part-Time Postings	Total Job Postings	Total Applications*
July	379	170	493	56	549	2398
August	434	248	583	99	682	2609
September	436	315	662	89	751	2428
October	433	290	608	115	723	2361
November	402	306	609	99	708	1892
December	393	344	620	117	737	2053
January	383	318	598	103	701	2254
February	352	308	548	112	660	2158
March	421	332	613	140	753	2595
April	314	237	474	77	551	2490
May	378	285	563	100	663	2873
June	357	282	511	128	639	2951
Total	4,682	3,435	6,882	1,235	8,117	29,062

*Includes only applications submitted through NH FIRST.

RECRUITMENT OF FULL-TIME AND PART-TIME POSITIONS BY AGENCY

Fiscal Year 2023

AGENCY	Internal Postings	External Postings	Full-Time Postings	Part-Time Postings	Total Job Postings	Total Applications Received*
ADMINISTRATIVE SERVICES DEPT	188	173	287	74	361	1067
AGRICULT, MARKETS & FOOD DEPT	11	9	16	4	20	81
BANKING DEPT	18	10	28	0	28	171
BUS & ECON AFFAIRS DEPT	122	115	79	158	237	420
CONSUMER ADVOCATE	10	9	19	0	19	70
CORRECTIONS DEPT	282	175	408	49	457	1967
DEVELOPMENT DISABILITIES CNCL	9	8	0	17	17	34
EDUCATION DEPT	172	127	230	69	299	1160
EMPLOYMENT SECURITY DEPT	108	66	156	18	174	961
ENERGY DEPT	30	25	55	0	55	168
ENVIRONMENTAL SERVICES DEPT	237	180	401	16	417	1148
EXECUTIVE DEPT	4	2	6	0	6	20
FISH AND GAME DEPT	40	23	55	8	63	429
HHS: BEHAVIORAL HEALTH DIV	23	19	42	0	42	244
HHS: COMMISSIONER'S OFFICE	255	182	383	54	437	1617
HHS: DEVELOPMENTAL SVCS DIV	18	14	28	4	32	165
HHS: ELDERLY & ADULT SVCS DIV	27	17	44	0	44	250
HHS: GLENCLIFF HOME	76	62	88	50	138	161
HHS: HAMPSTEAD HOSPITAL	14	15	29	0	29	47
HHS: HUMAN SERVICES DIV	261	208	429	40	469	2255
HHS: MEDICAID & BUS POLICY OFC	18	11	19	10	29	108
HHS: NH HOSPITAL	233	175	324	84	408	1140
HHS: PUBLIC HEALTH DIV	158	123	275	6	281	1063
HHS: TRANSITIONAL ASSIST DIV	230	170	375	25	400	1639
HUMAN RIGHTS COMMISSION	4	4	2	6	8	35
INFORMATION TECHNOLOGY DEPT	171	142	285	28	313	797
INSURANCE DEPT	23	17	40	0	40	123
JUDICIAL COUNCIL	1	1	2	0	2	5
JUSTICE DEPT	44	32	70	6	76	261
LABOR DEPT	59	54	89	24	113	469
LIQUOR COMMISSION	282	203	433	52	485	2196
LOTTERY COMMISSION	44	36	76	4	80	533
MILITARY AFFRS & VET SVCS DEPT	52	39	83	8	91	208
NATURAL & CULT RESOURCES DEPT	77	61	112	26	138	626
NH STATE COMM ON AGING	0	0	0	0	0	0
OFFICE OF CHILD ADVOCATE	5	5	8	2	10	38
PEASE DEVELOPMENT AUTHORITY	1	1	2	0	2	8

AGENCY	Internal Postings	External Postings	Full-Time Postings	Part-Time Postings	Total Job Postings	Total Applications Received*
POLICE STDS & TRAINING COUNCIL	11	9	16	4	20	69
PROF LICENSURE & CERT OFFICE	81	52	133	0	133	473
PUBLIC EMPLOYEE LABOR REL BRD	0	0	0	0	0	0
PUBLIC UTILITIES COMMISSION	4	4	8	0	8	30
REVENUE ADMINISTRATION DEPT	53	37	90	0	90	188
SAFETY DEPT	567	534	842	259	1101	3698
STATE DEPT	24	13	37	0	37	121
TAX AND LAND APPEALS BOARD	2	0	2	0	2	3
TRANSPORTATION DEPT	481	473	920	34	954	2220
TREASURY DEPT	8	3	11	0	11	42
VETERANS HOME	147	147	197	97	294	506
Total	4,685	3,785	7,234	1,236	8,470	29,062

*Includes only applications submitted through NH FIRST.

RECRUITMENT OF FULL-TIME AND PART-TIME POSITIONS BY OCCUPATIONAL CATEGORY

Fiscal Year 2023

Occupational Category	Internal Postings	External Postings	Full-Time Postings	Part-Time Postings	Total Job Postings	Total Applications*
Administrative Support	911	755	1346	320	1666	5749
Enforcement Protection & Institution	320	192	379	133	512	3614
Labor & Trade	719	660	1026	353	1379	2674
Other	100	95	167	28	195	978
Professional & Managerial	2329	1802	3791	340	4131	14,523
Technical	306	281	525	62	587	1524
Total	4,685	3,785	7,234	1,236	8,470	29,062

*Includes only applications submitted through NH FIRST.

CANDIDATE REFERRAL BY SOURCE

Fiscal Year 2023

SOURCE	# OF APPLICATIONS*
Attached From a Different Requisition	469
Career Fair / Job Fair	219
Current State Employee	3406
Facebook.com	223
In-House Posting	8228
Indeed.com	6936
LinkedIn.com	904
Newspaper	82
Division of Personnel	4428
Radio	78
Other	4089
TOTAL APPLICATIONS RECEIVED	29,062
*Includes only applications submitted through NH FIRST.	

EMPLOYEE REDUCTION IN FORCE (RIF) LIST

The law requires that any classified position that becomes available in a department or establishment, as defined in RSA 9:1, shall be filled, if possible, by a state employee who has been laid off, if such person is not currently employed by the state, if he or she meets the minimum qualifications for the position, and if they do not receive a promotion as a result of the rehire. The law also requires the appointing authority of each department or agency to submit the names and classifications of laid off individuals to the Director of Personnel within 10 days of the layoff.

REDUCTION IN FORCE ACTIONS

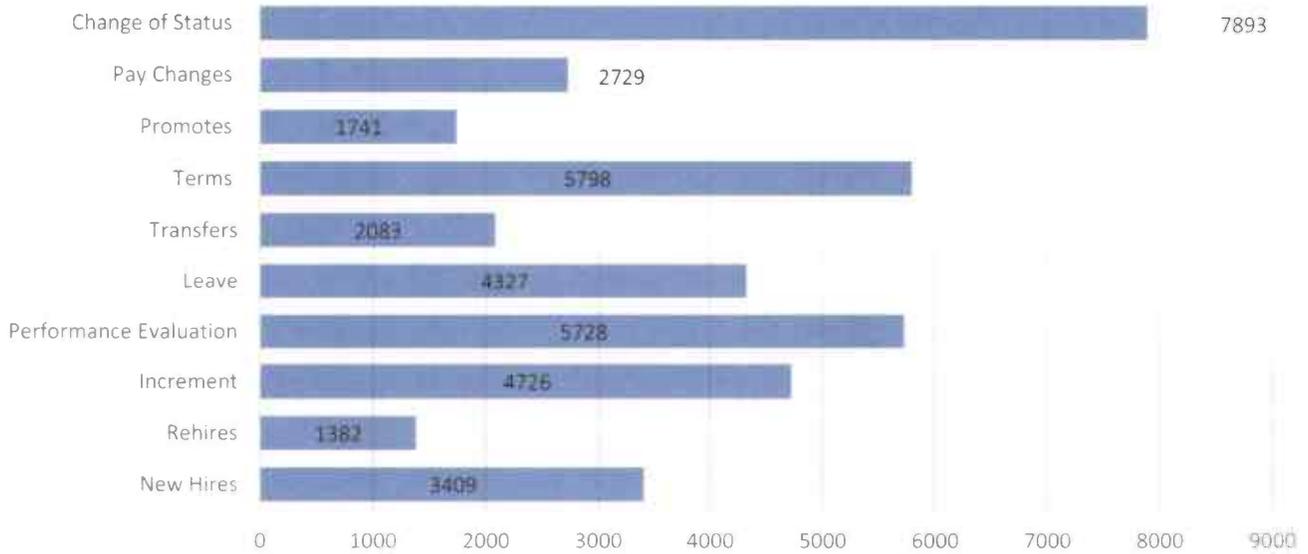
Fiscal Year 2023

ACTION	NUMBER
Individual Names Submitted to Personnel	1
Names Removed from RIF List:	
Placement to State Agencies	0
Recalled/Re-employed by Agency	0
Declined Placement Services	1
Total Number of Names Removed	1
Number of Full Time Vacant Positions Submitted by Agencies	0
Total Number of Positions Released	0
Names Remaining on RIF List *	0

Note: The total number of names on the RIF List may include employees who have been re-employed on a continuing part-time basis at the agency from which they were originally laid off. Other names remaining on the RIF List may include individuals who have retired, are on Workers' Compensation, or have set their own limitations to re-employment as a full-time employee due to location, salary requirements or other personal reasons.

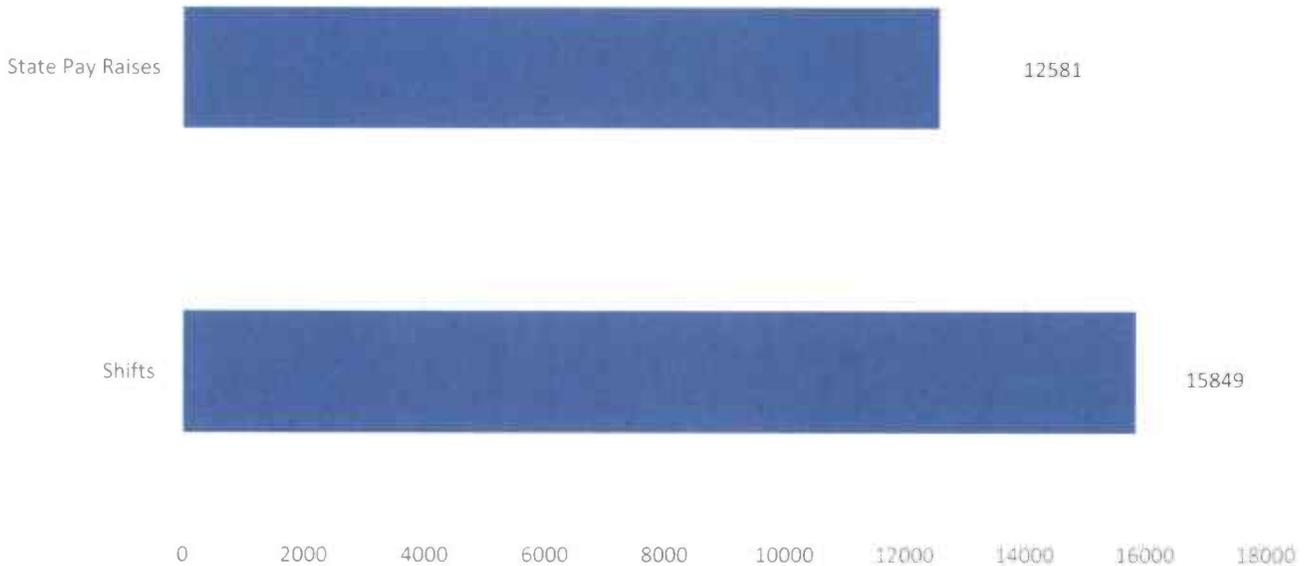
EMPLOYEE COMPLIANCE AUDITS

In FY 23, the COU processed **39,816** audits including, but not limited to, new hires, rehires, promotions, lateral assignment changes, transfers, demotions, increments, leave of absences, date adjustments, terminations, and retirements.



Report Generated 6/30/2023.

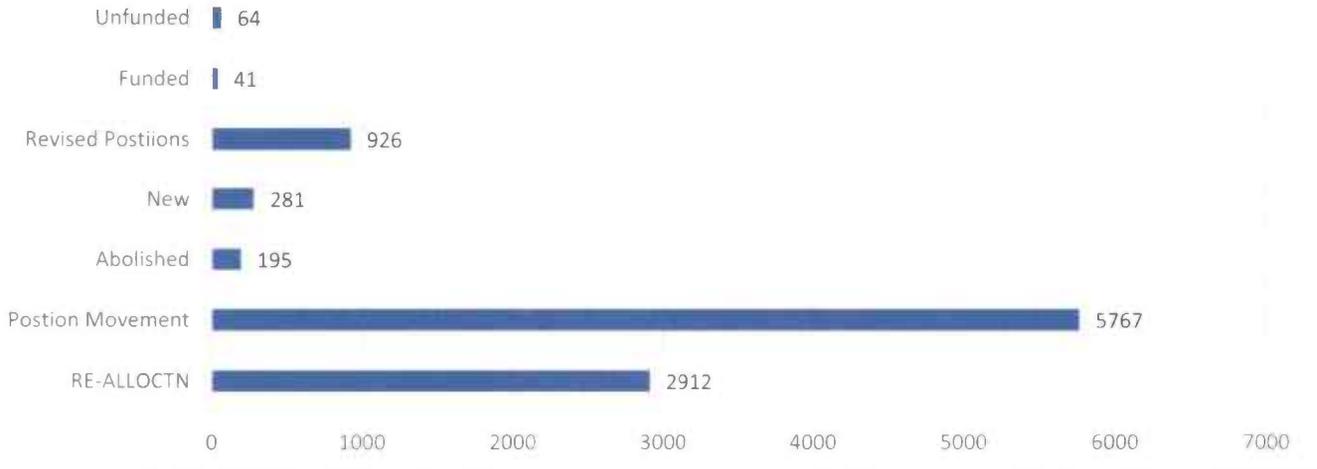
The COU also worked with the DEAM to ensure accurate data in the NH FIRST system, and updates employees and positions regarding negotiated pay increases and adding shifts to all positions and employees.



POSITION MAINTENANCE REVIEWS

For FY 23, the COU reviewed and processed a combined total of **10,186** position actions and audits.

Position Audits



In FY 23, the COU continued to use the 'mass upload method', which was developed to process multiple employee/position changes in the NH FIRST system using an Excel spreadsheet rather than individual transactions.

The upload method provides efficiency in processing large numbers of transactions, such as location changes, address changes, salary enhancements, and other data corrections resulting from audits. In FY 23, the COU completed 40 mass uploads, which otherwise would have required agencies and employees in the COU to process thousands of individual transactions.

EXAMINATION SECTION

The Examination Section works with agency staff from the Department of Natural and Cultural Resources and Department of Fish and Game to administer specific examinations in a large quantity at one time for such titles as Conservation Officers and Forest Rangers. This section also offers field-testing of candidates at New Hampshire Employment Security and local offices as alternative examination sites throughout the state.

This section also continues to provide technical assistance to state agency HR departments and hiring managers in the preparation and administration of structured interviews.

<http://sunspot.nh.gov/hr/documents/Examinations/State%20of%20NH%20Examinations.pdf>

CLASSIFICATION UNIT

The Classification Unit (CU) is responsible for the development, review, maintenance, and revision of the classification system and compensation plan for the State. The CU provides approaches that meet the unique needs of state agencies to classify and organize the workforce, while maintaining consistency and equity throughout the state system. The CU works in partnership with stakeholders, agency, and HR staff to:

- Review, research, and analyze data, tools, and structures related to position reclassifications and organizational changes;
- Audit agencies' application of rules, policies, and procedures to ensure fair and equitable comparative analysis practices;
- Conduct salary analysis and research for reallocation, enhancement, or adjustment recommendations; and
- Modernize and improve state classification structures.

The CU gathers and reviews information, metrics, and data to assess patterns, analyze needs, and identify projections as part of classification and compensation projects and classification review requests. The CU also works closely with other departments and offices to accomplish position control and organizational management initiatives.

The CU participates in national, regional, and local surveys on an ongoing basis to share, and stay current with US state government compensation trends. Analysts in the CU work in conjunction with state agencies to review labor market information, educational and certification requirements, and industry changes for comparable state government positions while maintaining alignment with national and regional data, the Equal Employment Opportunity Commission, and the Fair Labor Standards Act.

Classification and Compensation System Redesign Project:

The CU has continued to work diligently in FY 23 to bring the ongoing phases of the Classification and Compensation System Redesign Project closer to finalization. The Project's goal is to create an easy to understand, transparent and simplified modern classification system.

The redesigned system aligns with the federal Standard Occupational Classification (SOC) System. This allows for straightforward comparison with the occupational, industrial, educational, and labor market data available through the online resource called O*NET.

Communications

- ❖ Over 100 Meetings with Individual Agencies
- ❖ 17 Stakeholder Meetings
- ❖ 10 Commissioner Meetings
- ❖ Ongoing meetings with all State Employee Unions

For FY 23, project highlights included the following key milestones:

- The validation and alignment of all full-time, part-time, and seasonal positions to SOC-based job titles for statewide consistency.
- Development of resources including training, tools and guidance materials to assist agencies classify positions into correct occupational groups under the new system.
- Over 100 meetings were held as part of ongoing engagement and communication essential to the success of development and design of the new system.
- Development of technical and system framework components, including broad group specifications, factor definition tables, and management and supervisory guidance to evaluate and classify positions.
- Creation of change management resources to assist agencies transition from the old to new systems and ongoing communication via virtual and in-person meetings.
- Updates to administrative rules and statutes to adopt necessary changes associated with the implementation of the new system, its terminology, and related processes.

POSITION UPDATES

In FY 23, the CU reviewed and approved **281** requests to create new positions. A list of all new classified full-time positions expected to last more than 6 months created in **FY 23** is provided at the end of this section.

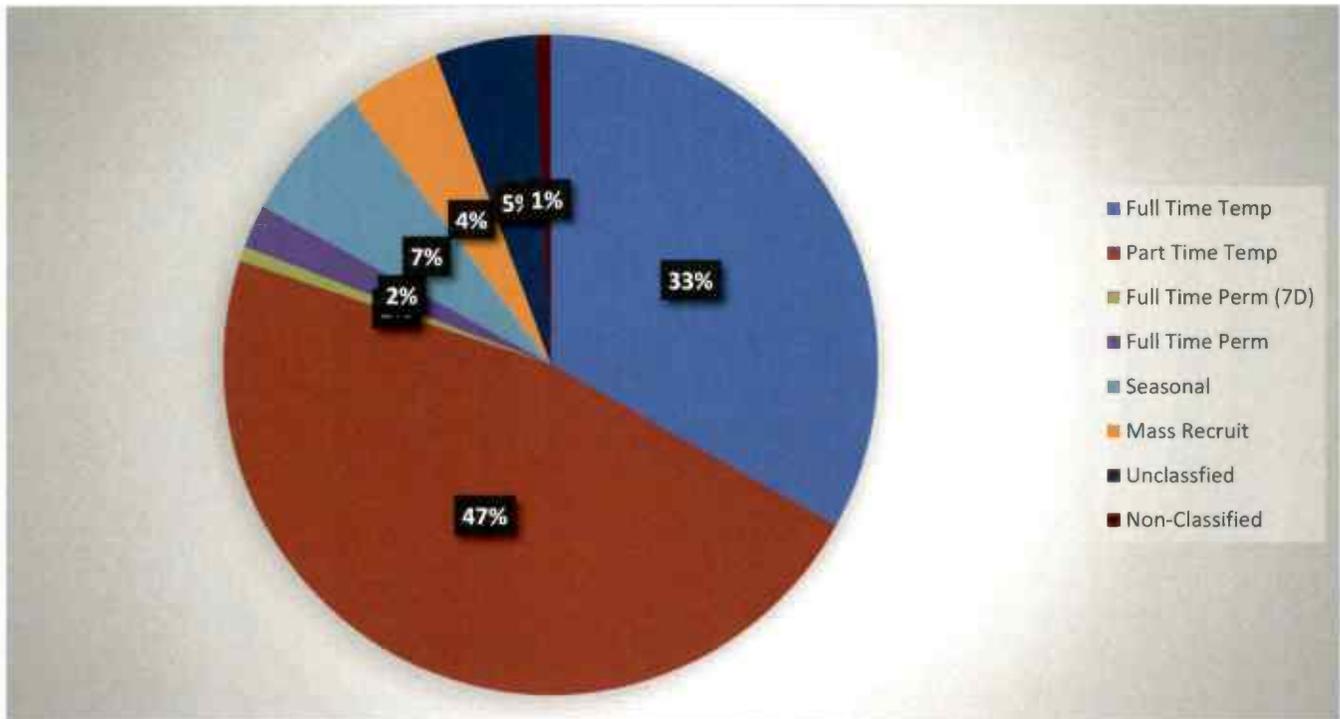
The CU also abolished **75** full-time positions and **124** part-time positions in **FY 23**. A list of abolished/unfunded full-time positions is provided at the end of this section.

THE SEVEN-D (7D) BIENNIAL BUDGET AND POSITION PROCESS

The 7D is a process by which each agency requests position funding during key times in a biennium. 7D forms are submitted to the Division of Personnel via a Request New Position work unit. Initial requests were entered on April 11, 2022. Positions authorized for **FY 2024-FY 2025** were loaded into the efficiency budget of each agency as funded. The CU and OU reviewed a total of **222** positions through this process which included the establishment of new full time and the conversion of positions from temporary to permanent status.

New Positions Established – All Categories

Fiscal Year 2023

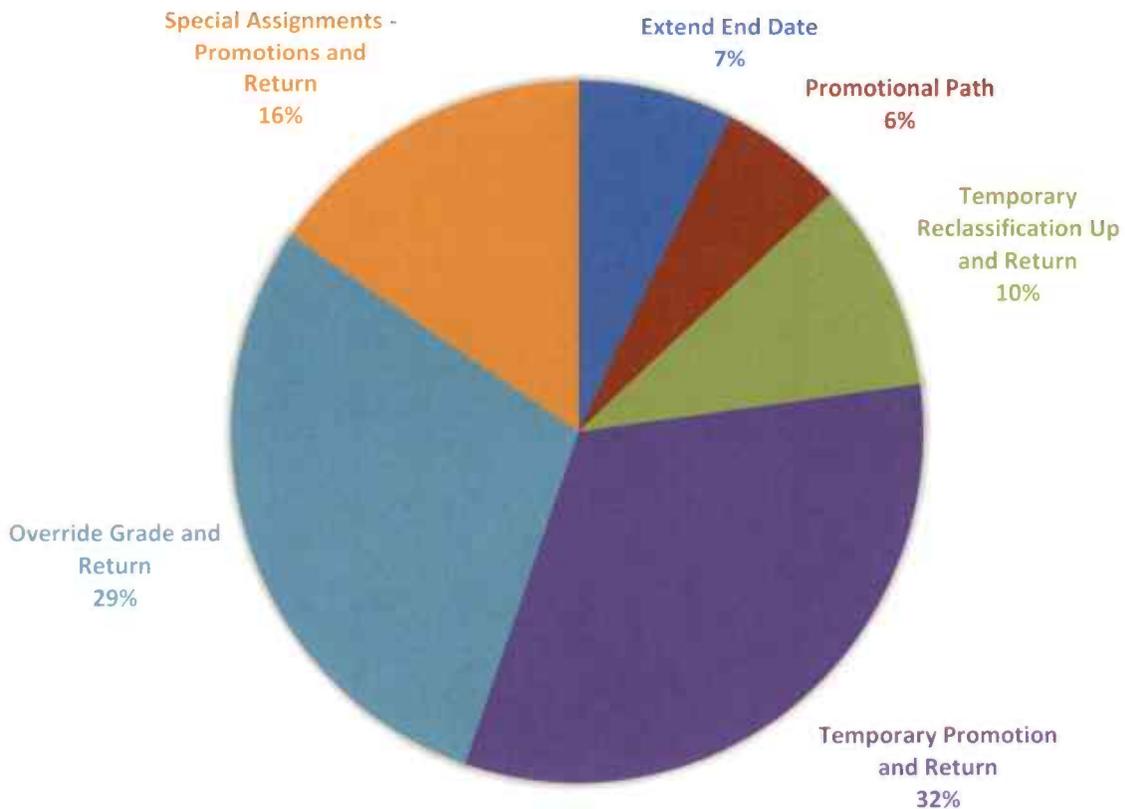


Full Time Temporary	Part Time Temporary	Full Time Permanent (7-D)	Full Time Permanent (Other)	
93	132	2	6	
Seasonal	Mass Recruitment	Unclassified	Non-Classified	Total Established
19	13	14	2	281

TEMPORARY CHANGES TO POSITIONS:

The CU follows appropriate statutes and procedures when approving and processing all position actions involving temporary changes. This includes the monitoring of positions going beyond their expiration date. Special assignments or temporary promotion requests are also examined for compliance with appropriate Personnel Rules. For FY 23, 206 transactions of this nature were performed.

POSITION EXTENSIONS AND TEMPORARY CHANGES Fiscal Year 2023



Action	Count
Extend End Date	15
Promotional Path	12
Temporary Reclassification Up and Return	20
Temporary Promotion and Return	67
Override Grade and Return	60
Special Assignments - Promotions and Return	32

REORGANIZATIONS

Reorganizations occur when an agency seeks to better align business operations or respond to changes in funding or programmatic needs. The CU Analysts obtain a great deal of information pre-reorganization from agency personnel in order to ensure a full understanding of the plan and all of its moving pieces. For **FY23**, the CU worked with agency HR on several reorganization projects. Some of these reviews and projects were prompted by the in-depth review of positions necessary for the Classified Redesign Project. As part of the metrics collected for a reorganization, Work Unit transactions are captured and reported via the HRIS State system.

There were **185** work units that measured the transactions and activities of Reorganizations that took place in FY 23. These included requests for changes in class series, reclassifications, position and employee transfers, organizational changes, and transactional requests supporting agency restructuring initiatives. The CU provides technical assistance during reorganizations due to the impact that a reorganization can have on agency employees, organizational structures, and other structures throughout the state. The CU assists in ensuing appropriate adherence to statutes and state position control functions while helping agencies improve their business strategies, identify strengths and weaknesses in the current organizational structures, and review occupational groups when proposing new structures.

REALLOCATIONS

The CU also reviews requests to reallocate the labor grade of classification titles or classification series in addition to requests to modify existing class title specifications. This Fiscal Year, critical reallocations and development of structures were targeted to align with the Classification System Redesign Project. Reallocations for the FY also coincided with larger reorganizations and with the development of organizational and reporting structures that were based on occupational groups and agency comparative analysis. These measures ensured fairness among positions functioning similarly statewide and considered changes in assigned factors for impacted titles. In FY 23, the CU and OU approved **9** reallocations that affected **2,912** classified positions.

Titles Affected
Agricultural Inspectors
Building Service Workers
Conservations Officers
Corrections Command Staff and Officers
Forest Protection Command Staff and Rangers
Highway Patrol Foreman
Park Attendants for Information Centers
Probation And Parole Command Staff and Officers
Retail Mangers and Sales Personnel

RECLASSIFICATIONS

In addition to the Classification System Redesign Project, the CU continued to review all requests to reclassify positions under the current system. The Unit ensured that all mission-critical requests from agencies were reviewed and evaluated timely, via a cases triage approach and with direct follow-up to agency HR contacts. Reclassification requests can often be combined with other position actions such as transfers, location and supervisor changes, supplemental job description revisions, and organizational structure reconfigurations. Thus, it was essential to maintain analysis of these requests as they impacted the position placements into future occupational groups.

Job analysis was conducted for each reclassification request to maintain equitable relationships among internal positions with similar requirements and to maintain uniform administration of salaries across broad occupational groups. The CU relies on agency input to assess areas of their organization and to compare and contrast positions within their structures.

Reclassifications are the most requested change submitted by agencies for review. Time, analysis, and research vary by the type and complexity of each reclassification request.

OUT-OF-CLASS SERIES RECLASSIFICATIONS:

Position reclassifications that are considered “out-of-class series” per RSA 21-I: 56, are brought before the Governor and Executive Council for approval. In FY23, **184** out of the **315** position reclassifications were submitted to, and approved by, the Governor and Executive Council. The chart at the end of this section lists all out-of-series position reclassifications.

RECLASSIFICATION REQUESTS FOR FULL-TIME POSITIONS

Fiscal Year 2023

Requested Action*	# Approved	Net Cost
Position Reclassification – Vacant	209	1,714,050
Position Reclassification – Filled	106	600,997
TOTAL	315	2,315,047

* Includes requests for permanent reclassification of Classified Permanent and Full-time Temporary Positions Lasting More Than 6 Months Only; excludes requests affecting Non-classified and Unclassified Positions and requests for temporary (short-term) position reclassifications.

** Cost is estimated based on Step 1 salary for vacant positions and actual salary for filled positions.

OUT-OF-SERIES POSITION RECLASSIFICATIONS APPROVED BY GOVERNOR AND COUNCIL

FY 2023

DEPARTMENT	FROM (TITLE & SALARY GRADE)	LG	TO (TITLE & SALARY GRADE)	LG	G & C
SAFETY DEPT	DATA PROCESSING SUPERVISOR I	15	DATA PROCESSING	18	07/12/22
HEALTH AND HUMAN SERVICES	PUBLIC HEALTH PROGRAM MANAGER	26	ADMINISTRATOR I	27	07/12/22
CORRECTIONS DEPT	CORREC COUNSELOR/CASE MGR	20	PROGRAM SPECIALIST I	19	07/12/22
ENVIRONMENTAL SERVICES	CLERK III	8	ATTORNEY III	30	07/12/22
ARGICULTURE	PROGRAM PLANNER III	25	PROGRAM ASSISTANT III	17	07/12/22
INFORMATION TECHNOLOGY	SYSTEMS DEVELOPMENT SPEC V	28	BUSINESS SYSTEMS ANALYST II	30	07/12/22
SAFETY DEPT	HUMAN RESOURCES	26	ASSISTANT ADMINISTRATOR	29	07/27/22
SAFETY DEPT	ACCOUNTING TECHNICIAN	12	BUSINESS SYSTEMS ANALYST II	30	07/27/22
NATURAL & CULT RESOURCES	PROGRAM SPECIALIST II	21	PUBLIC WORKS PROJECT MGR	34	07/27/22
HEALTH AND HUMAN SERVICES	SUPERVISOR VII	28	PUBLIC HEALTH PROGRAM	26	07/27/22
CORRECTIONS DEPT	HEARINGS OFFICER HZD	26	PROGRAM SPECIALIST IV	25	07/27/22
VETERANS HOME	CHAUFFEUR DRC	7	RECREATIONAL ASSISTANT II	11	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT II	8	PARK ATTENDANT III	13	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT II	8	PARK ATTENDANT III	13	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
BUS & ECON AFFAIRS DEPT	INFORMATION CTR ATTENDANT I	6	PARK ATTENDANT II	10	07/27/22
CORRECTIONS DEPT	HUMAN RESOURCES COORDINATOR	23	ADMINISTRATOR II	29	08/17/22
ENVIRONMENTAL SERVICES	ENVIRONMENTALIST IV	27	SUPERVISOR VII	28	09/07/22
INFORMATION TECHNOLOGY	SYSTEMS DEVELOPMENT SPEC VI	30	INFORMATION TECHNOLOGY	31	09/07/22
CORRECTIONS DEPT	CORREC COUNSELOR/CASE MGR	20	PROGRAM COORDINATOR	26	09/07/22
POLICE STDS & TRAINING	PROGRAM ASSISTANT III	17	BUSINESS ADMINISTRATOR I	21	09/07/22
SAFETY DEPT	SECRETARY II	9	ADMINISTRATOR IV	33	09/07/22

DEPARTMENT	FROM (TITLE & SALARY GRADE)	LG	TO (TITLE & SALARY GRADE)	LG	G & C
ENVIRONMENTAL SERVICES	SECRETARY II	9	PROGRAM ASSISTANT I	12	09/07/22
ADMINISTRATIVE SERVICES DEPT	FINANCIAL DATA SPECIALIST II	30	INFORMATION TECHNOLOGY	32	09/07/22
HEALTH AND HUMAN SERVICES	SENIOR PSYCHIATRIC SOCIAL WKR	26	PROGRAM SPECIALIST IV	25	09/07/22
REVENUE ADMINISTRATION	PROGRAM SPECIALIST IV	25	BUSINESS SYSTEMS ANALYST I	28	09/07/22
NATURAL & CULT RESOURCES	SUPERVISOR OF PARK OPERATIONS	30	ADMINISTRATOR III	33	09/07/22
VETERANS HOME	PAYROLL OFFICER I	14	HUMAN RESOURCES	17	09/21/22
TRANSPORTATION DEPT	TOLL ATTENDANT I	9	ADMINISTRATOR II	29	09/21/22
HEALTH AND HUMAN SERVICES	INTERNAL AUDITOR II	21	PROGRAM SPECIALIST IV	25	09/21/22
HEALTH AND HUMAN SERVICES	NURSE SPECIALIST-PUBLIC HEALTH	28	PUBLIC HEALTH PROGRAM	26	09/21/22
LOTTERY COMMISSION	LOTTERY SALES ASSISTANT	9	HUMAN RESOURCES	17	10/04/22
HEALTH AND HUMAN SERVICES	SUPERVISOR III	23	BUSINESS ADMINISTRATOR I	21	10/04/22
MILITARY AFFAIRS & VET	BUDGS &GROUNDS UTILITY PERSON	8	MAINTENANCE MECHANIC II	12	10/04/22
SAFETY	FIELD REP I EMER MGMT/COMM	19	PROGRAM PLANNER II	21	10/19/22
SAFETY DEPT	FIELD REP I EMER MGMT/COMM	19	PROGRAM PLANNER II	21	10/19/22
SAFETY DEPT	FIELD REP I EMER MGMT/COMM	19	PROGRAM PLANNER II	21	10/19/22
SAFETY DEPT	FIELD REP I EMER MGMT/COMM	19	PROGRAM PLANNER II	21	10/19/22
SAFETY DEPT	EXECUTIVE SECRETARY	11	PURCHASING ASSISTANT	12	10/19/22
PROF LICENSURE & CERT OFFICE	CLERK III	8	ACQUANTANT IV	23	10/19/22
ENVIRONMENTAL SERVICES	SENIOR CLERK INTERVIEWER	10	ADMINISTRATIVE SECRETARY	14	10/19/22
PROF LICENSURE & CERT OFFICE	PLUMBERS BOARD INSPECTOR	23	SUPERVISOR V	26	11/02/22
TRANSPORTATION DEPT	TOLL ATTENDANT I	9	COMMUNICATIONS	21	11/02/22
SAFETY DEPT	PROCUREMENT TECHNICIAN	17	BUSINESS ADMINISTRATOR I	21	11/02/22
ENVIRONMENTAL SERVICES	DIR OF PUBLIC PARTICIPATION	28	ADMINISTRATOR III	31	11/02/22
INFORMATION TECHNOLOGY	SYSTEMS DEVELOPMENT SPEC IV	26	INFORMATION TECHNOLOGY	30	11/02/22
HEALTH AND HUMAN SERVICES	FISCAL SPECIALIST II	17	PROGRAM SPECIALIST II	21	11/02/22
INFORMATION TECHNOLOGY	SYSTEMS DEVELOPMENT SPEC IV	26	BUSINESS SYSTEMS ANALYST II	30	11/02/22
NATURAL & CULT RESOURCES	PARK SUPERVISOR I	10	TREATMENT PLANT	17	11/02/22
SAFETY DEPT	ADMINISTRATOR II	21	TRAINING DEVELOPMENT	21	11/02/22
HEALTH AND HUMAN SERVICES	MEDICAL TYPIST II	10	PROGRAM SPECIALIST II	21	11/02/22
TRANSPORTATION DEPT	ADMINISTRATIVE ASSISTANT II	19	PROGRAM SPECIALIST III	23	11/22/22
EDUCATION DEPT	REHABILITATION COUNSELOR III	23	PROGRAM SPECIALIST IV	25	11/22/22
HEALTH AND HUMAN SERVICES	PLANNING ANALYST/DATA SYSTEM	24	BUSINESS SYSTEMS ANALYST II	30	11/22/22
NATURAL & CULT RESOURCES	PROGRAM ASSISTANT I	12	ADMINISTRATIVE SECRETARY	14	11/22/22
ADMINISTRATIVE SERVICES DEPT	SENIOR HUMAN RESOURCES TECH	19	PROGRAM SPECIALIST III	23	11/22/22
SAFETY DEPT	TRUCK DRIVER AND LIGHT EQUIP OPR	7	STOCK CLERK III	11	11/22/22
TRANSPORTATION DEPT	CLERK IV	12	PROGRAM SPECIALIST I	19	11/22/22
HEALTH AND HUMAN SERVICES	PROGRAM ASSISTANT I	12	PROGRAM SPECIALIST III	23	12/07/22

DEPARTMENT	FROM (TITLE & SALARY GRADE)	LG	TO (TITLE & SALARY GRADE)	LG	G & C
SAFETY DEPT	PLANT MAINTENANCE ENGINEER I	17	MAINTENANCE TECHNICIAN	21	12/07/22
SAFETY DEPT	PLANT MAINTENANCE ENGINEER I	17	MAINTENANCE TECHNICIAN	21	12/07/22
SAFETY DEPT	PLANT MAINTENANCE ENGINEER II	19	MAINTENANCE TECHNICIAN	21	12/07/22
HEALTH AND HUMAN SERVICES	SENIOR ACCOUNTING TECHNICIAN	14	PROGRAM SPECIALIST II	21	12/07/22
NATURAL & CULT RESOURCES	PROGRAM SPECIALIST I	19	GRANTS PROGRAM	23	12/07/22
ENVIRONMENTAL SERVICES	AIR POLLUTION CONTROL ENG IV	26	PROGRAM SPECIALIST IV	25	12/21/22
INFORMATION TECHNOLOGY	SYSTEM DEVELOPMENT SPEC V	28	TECHNICAL SUPPORT SPEC VI	32	12/21/22
EDUCATION DEPT	ACCOUNTING TECHNICIAN	12	ACCOUNTANT I	16	12/21/22
SAFETY DEPT	FIRE INVESTIGATOR	22	PROGRAM SPECIALIST IV	25	12/21/22
HEALTH AND HUMAN SERVICES	PROGRAM SPECIALIST I	19	BUSINESS SYSTEMS ANALYST I	28	12/21/22
TRANSPORTATION DEPT	ENGINEERING TECHNICIAN IV	19	CIVIL ENGINEER III	24	12/21/22
TRANSPORTATION DEPT	ENGINEERING TECHNICIAN III	16	CIVIL ENGINEER III	24	12/21/22
TRANSPORTATION DEPT	ENGINEERING TECHNICIAN III	16	CIVIL ENGINEER III	24	12/21/22
TRANSPORTATION DEPT	ENGINEERING TECHNICIAN III	16	CIVIL ENGINEER III	24	12/21/22
TRANSPORTATION DEPT	ENGINEERING TECHNICIAN IV	19	CIVIL ENGINEER III	24	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST I	17	EMPLOYMENT COUNSELOR	19	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST II	19	EMPLOYMENT COUNSELOR	19	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST I	17	EMPLOYMENT COUNSELOR	19	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST I	17	EMPLOYMENT COUNSELOR	19	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST I	17	EMPLOYMENT COUNSELOR	19	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST I	17	EMPLOYMENT COUNSELOR	19	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST I	17	EMPLOYMENT COUNSELOR	19	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST TR	15	EMPLOYMENT COUNSELOR	19	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST I	15	EMPLOYMENT COUNSELOR	17	12/21/22
HEALTH AND HUMAN SERVICES	FAMILY SERVICES SPECIALIST I	17	EMPLOYMENT COUNSELOR	19	12/21/22
HEALTH AND HUMAN SERVICES	SYSTEMS DEVELOPMENT SPEC IV	26	BUSINESS SYSTEMS ANALYST I	28	01/18/23
INFORMATION TECHNOLOGY	SYSTEMS DEVELOPMENT SPEC V	28	TECHNICAL SUPPORT SPEC VI	32	01/18/23
INFORMATION TECHNOLOGY	SYSTEMS DEVELOPMENT SPEC VI	30	INFORMATION TECHNOLOGY	32	01/18/23
MILITARY AFFAIRS & VET	BLDGS AND GROUNDS UTILITY	8	MAINTENANCE MECHANIC II	12	01/18/23
HEALTH AND HUMAN SERVICES	MEDICAL RECORDS ADMIN	24	ADMINISTRATOR III	31	01/18/23
HEALTH AND HUMAN SERVICES	TRAINING COORDINATOR	21	PROGRAM SPECIALIST III	23	01/18/23
HEALTH AND HUMAN SERVICES	PROGRAM ASSISTANT I	12	PROGRAM SPECIALIST II	21	01/18/23
SAFETY DEPT	PLUMBERS BOARD INSPECTOR	23	PROGRAM SPECIALIST III	23	01/18/23
HEALTH AND HUMAN SERVICES	SOCIAL WORKER III DRC	19	PROGRAM SPECIALIST III	23	01/18/23
HEALTH AND HUMAN SERVICES	SOCIAL WORKER III DRC	19	PROGRAM SPECIALIST III	23	01/18/23
TAX AND LAND APPEALS BOARD	LEGAL SECRETARY IV	15	LEGAL ASSISTANT	19	01/18/23
HEALTH AND HUMAN SERVICES	TEACHER II DRC	20	STAFF DEV AND TRAINING	24	01/18/23

DEPARTMENT	FROM (TITLE & SALARY GRADE)	LG	TO (TITLE & SALARY GRADE)	LG	G & C
HEALTH AND HUMAN SERVICES	CHILD SUPPORT OFFICER	20	PROGRAM SPECIALIST IV	25	01/18/23
ADMINISTRATIVE SERVICES DEPT	CLERK III	8	BUSINESS ADMINISTRATOR II	24	01/18/23
LOTTERY COMMISSION	GAMING ENFORCEMENT ASST	18	FIELD AUDITOR	22	01/18/23
HEALTH AND HUMAN SERVICES	MENTAL HEALTH WORKER III	13	ADULT PROTECTIVE SERV WKR	20	01/18/23
HEALTH AND HUMAN SERVICES	MENTAL HEALTH WORKER II	11	ADULT PROTECTIVE SERV WKR	20	01/18/23
HEALTH AND HUMAN SERVICES	MENTAL HEALTH WORKER II	11	ADULT PROTECTIVE SERV WKR	20	01/18/23
HEALTH AND HUMAN SERVICES	MENTAL HEALTH WORKER I	9	EXECUTIVE SECRETARY	11	01/18/23
HEALTH AND HUMAN SERVICES	TRAINING DEVELOPMENT MANAGER	24	PROG PLNG AND REVIEW	28	02/08/23
SAFETY DEPT	ACCOUNTING TECHNICIAN	12	HUMAN RESOURCES	17	02/08/23
LABOR DEPT	HUMAN RESOURCES TECHNICIAN	17	HUMAN RESOURCES	23	02/08/23
HEALTH AND HUMAN SERVICES	BUSINESS ADMINISTRATOR III	27	ADMINISTRATOR III	31	02/08/23
ENVIRONMENTAL SERVICES	ACCOUNTING TECHNICIAN	12	ACCOUNTANT II	18	02/08/23
HEALTH AND HUMAN SERVICES	MENTAL HEALTH WORKER II	11	INFORMATION TECHNOLOGY	32	02/08/23
INFORMATION TECHNOLOGY	TECHNICAL SUPPORT SPEC III	25	BUSINESS SYSTEMS ANALYST II	30	02/08/23
TRANSPORTATION DEPT	CARPENTRY SUPERVISOR II	17	PLANT MAINTENANCE	19	02/08/23
TRANSPORTATION DEPT	ENGINEERING TECHNICIAN II	13	PROGRAM SPECIALIST IV	25	02/08/23
SAFETY DEPT	COUNTER CLERK IV	11	ROAD TOLL AUDITOR I	17	02/08/23
HEALTH AND HUMAN SERVICES	EXECUTIVE SECRETARY	11	HUMAN RESOURCES	14	02/08/23
EDUCATION DEPT	GRANTS AND CONTRACTS	15	PROGRAM SPECIALIST II	21	02/22/23
INSURANCE DEPT	PROGRAM ASSISTANT II	15	PROGRAM SPECIALIST II	21	02/22/23
INSURANCE DEPT	PROGRAM ASSISTANT II	16	PROGRAM SPECIALIST II	21	02/22/23
EMPLOYMENT SECURITY DEPT	CERTIFYING OFFICER III	20	FIELD AUDITOR	22	02/22/23
EMPLOYMENT SECURITY DEPT	CERTIFYING OFFICER III	20	FIELD AUDITOR	22	02/22/23
INFORMATION TECHNOLOGY	TECHNICAL SUPPORT SPEC VI	32	INFORMATION TECHNOLOGY	32	02/22/23
INFORMATION TECHNOLOGY	COMPUTER OPERATOR II	13	SYSTEMS DEVELOPMENT SPEC	30	02/22/23
TRANSPORTATION DEPT	TOLL SHIFT SUPERVISOR	13	BUSINESS SYSTEMS ANALYST II	30	02/22/23
TRANSPORTATION DEPT	TOLL ATTENDANT I	9	BUSINESS SYSTEMS ANALYST I	28	02/22/23
HEALTH AND HUMAN SERVICES	ACCOUNTING TECHNICIAN	12	ACCOUNTANT I	16	02/22/23
TRANSPORTATION DEPT	TOLL ATTENDANT I	9	BUSINESS SYSTEMS ANALYST I	28	02/22/23
HEALTH AND HUMAN SERVICES	CHILD PROTECTIVE SVC WKR IV	24	SUPERVISOR IV	25	02/22/23
ADMINISTRATIVE SERVICES DEPT	PIPEFITTER	14	MAINTENANCE MECHANIC III	14	02/22/23
HEALTH AND HUMAN SERVICES	CLAIMS PROCESSOR I	9	PROGRAM PLANNER III	25	03/08/23
JUSTICE DEPARTMENT	RECORDS CONTROL CLERK	10	INFORMATION TECHNOLOGY	28	03/08/23
HEALTH AND HUMAN SERVICES	AREA PROGRAM COORDINATOR	21	ATTORNEY III	30	03/08/23
HEALTH AND HUMAN SERVICES	MENTAL HEALTH WORKER II	11	PARALEGAL II	19	03/08/23
HEALTH AND HUMAN SERVICES	MENTAL HEALTH WORKER II	11	PARALEGAL II	19	03/08/23
EDUCATION DEPT	BUSINESS SYSTEMS ANALYST I	28	ADMINISTRATOR IV	33	03/22/23

DEPARTMENT	FROM (TITLE & SALARY GRADE)	LG	TO (TITLE & SALARY GRADE)	LG	G & C
FISH AND GAME DEPT	FISH AND GAME RADIO DISPATCHER	15	PROGRAM ASSISTANT II	15	03/22/23
SAFETY DEPT	SUPERVISOR III	23	LEGAL COORDINATOR	28	03/22/23
EMPLOYMENT SECURITY DEPT	PAYROLL OFFICER II	16	HUMAN RESOURCES	14	03/22/23
SAFETY DEPT	CRIMINAL EVIDENCE TECHNICIAN	17	SUPERVISOR II	21	03/22/23
VETERANS HOME	PROGRAM COORDINATOR DRC	26	ADMINISTRATOR I	27	04/12/23
BANKING DEPT	SECRETARY I	7	BUSINESS ADMINISTRATOR I	21	04/12/23
SAFETY DEPT	STATISTICAL CLERK II	9	PROGRAM SPECIALIST I	19	04/12/23
MILITARY AFFRS & VET SVCS	SENIOR ACCOUNTING TECHNICIAN	14	ACCOUNTANT II	18	04/12/23
MILITARY AFFRS & VET SVCS	MAINTENANCE ASSISTANT	10	PROGRAM ASSISTANT I	12	04/12/23
CORRECTIONS DEPT	ATTORNEY I	26	ADMINISTRATOR II	29	05/03/23
EDUCATION DEPT	PROGRAM SPECIALIST III	23	ADMINISTRATOR IV	33	05/03/23
HEALTH AND HUMAN SERVICES	MENTAL HEALTH WORKER II	11	INFORMATION TECHNOLOGY	32	05/03/23
REVENUE ADMINISTRATION	TAX EXAMINER I	10	COMPLIANCE OFFICER II	21	05/03/23
JUSTICE DEPARTMENT	ACCOUNTANT IV	23	FINANCIAL ANALYST	28	05/17/23
JUSTICE DEPARTMENT	CRIMINAL JUSTICE PROGRAM SPEC	24	PROGRAM SPECIALIST IV	25	05/17/23
JUSTICE DEPARTMENT	CRIMINAL JUSTICE PROGRAM SPEC	24	PROGRAM SPECIALIST IV	25	05/17/23
EMPLOYMENT SECURITY DEPT	BUSINESS ADMINISTRATOR IV	29	ADMINISTRATOR IV	33	05/17/23
SAFETY DEPT	PROGRAM ASSISTANT II	15	PROGRAM SPECIALIST I	19	05/17/23
SAFETY DEPT	DATA CONTROL CLERK II	10	PROGRAM SPECIALIST I	19	05/17/23
HEALTH AND HUMAN SERVICES	EXECUTIVE SECRETARY	11	JUV PROBATION AND PAROLE	18	05/17/23
SAFETY DEPT	DATA ENTRY OPERATOR III	8	TITLE EXAMINER	12	05/17/23
TRANSPORTATION DEPT	SECRETARY II	9	ENGINEERING TECHNICIAN V	22	05/31/23
NATURAL & CULT RESOURCES	PROGRAM ASSISTANT II	15	PROGRAM SPECIALIST II	21	06/14/23
ENVIRONMENTAL SERVICES	SUPV WASTEWATER TREATMENT	19	Plant Maintenance Engineer IV	24	06/14/23
ADMINISTRATIVE SERVICES DEPT	AGENCY RECORDS AUDITOR	19	FINANCE ASSOCIATE	27	06/14/23
HEALTH AND HUMAN SERVICES	PUBLIC HEALTH PROGRAM MANAGER	26	SYSTEMS DEVELOPMENT SPEC	28	06/14/23
HEALTH AND HUMAN SERVICES	DATA CONTROL CLERK III	12	MAIL CLERK I	8	06/14/23
ADMINISTRATIVE SERVICES DEPT	HUMAN RESOURCES TECHNICIAN	17	HUMAN RESOURCES	21	06/14/23
ADMINISTRATIVE SERVICES DEPT	HUMAN RESOURCES TECHNICIAN	17	HUMAN RESOURCES	21	06/14/23
ADMINISTRATIVE SERVICES DEPT	HUMAN RESOURCES TECHNICIAN	17	HUMAN RESOURCES	21	06/14/23
ADMINISTRATIVE SERVICES DEPT	HUMAN RESOURCES TECHNICIAN	17	HUMAN RESOURCES	21	06/14/23
ADMINISTRATIVE SERVICES DEPT	ADMINISTRATIVE ASSISTANT I	16	PROGRAM SPECIALIST IV	25	06/28/23
TRANSPORTATION DEPT	INVENTORY CONTROL SUPERVISOR	14	WAREHOUSE SUPERVISOR	17	06/28/23
TRANSPORTATION DEPT	SYSTEMS DEVELOPMENT SPEC III	23	BUSINESS SYSTEMS ANALYST II	30	06/28/23
INFORMATION TECHNOLOGY	PROCUREMENT TECHNICIAN	17	PROGRAM SPECIALIST III	23	06/28/23
ADMINISTRATIVE SERVICES DEPT	ADMINISTRATOR III	31	ATTORNEY IV	32	06/28/23
ADMINISTRATIVE SERVICES DEPT	ADMINISTRATOR III	31	ATTORNEY III	30	06/28/23

DEPARTMENT	FROM (TITLE & SALARY GRADE)	LG	TO (TITLE & SALARY GRADE)	LG	G & C
ADMINISTRATIVE SERVICES DEPT	BUSINESS SYSTEMS ANALYST II	30	EXECUTIVE AGENCY MANAGER	35	06/28/23
PROF LICENSURE & CERT OFFICE	BUSINESS ADMINISTRATOR IV	29	ADMINISTRATOR III	31	07/12/23
SAFETY DEPT	DATA PROCESSING SUPERVISOR I	15	SUPERVISOR I	19	07/12/23
SAFETY DEPT	DATA PROCESSING SUPERVISOR I	15	SUPERVISOR I	19	07/12/23

**NEW FULL-TIME PERMANENT AND FULL-TIME TEMPORARY POSITIONS
Fiscal Year 2023**

Agency	Classification Title*	Labor Grade	Estimated Cost (Step 1)
ADMINISTRATIVE SERVICES DEPT	BUILDING SERVICE WORKER III	8	\$ 29,269.50
ADMINISTRATIVE SERVICES DEPT	BUILDING SERVICE WORKER III	8	\$ 29,269.50
ADMINISTRATIVE SERVICES DEPT	BUILDING SERVICE WORKER III	8	\$ 29,269.50
ADMINISTRATIVE SERVICES DEPT	BUILDING SERVICE WORKER III	8	\$ 29,269.50
ADMINISTRATIVE SERVICES DEPT	BUILDING SERVICE WORKER III	8	\$ 29,269.50
ADMINISTRATIVE SERVICES DEPT	BUILDING SERVICE WORKER III	8	\$ 29,269.50
ADMINISTRATIVE SERVICES DEPT	BUILDING SERVICES SUPERVISOR	11	\$ 30,459.00
ADMINISTRATIVE SERVICES DEPT	HUMAN RESOURCES COORDINATOR II	23	\$ 32,857.50
ADMINISTRATIVE SERVICES DEPT	PLANNING ANALYST/PROG COORD	24	\$ 13,357.50
ADMINISTRATIVE SERVICES DEPT	OMBUDSMAN	25	\$ 34,047.00
AGRICULT, MARKETS & FOOD DEPT	PROGRAM SPECIALIST IV	25	\$ 35,295.00
BUS & ECON AFFAIRS DEPT	ADMINISTRATOR III	31	\$ 35,295.00
BUS & ECON AFFAIRS DEPT	BUSINESS ADMINISTRATOR II	24	\$ 35,295.00
BUS & ECON AFFAIRS DEPT	BUSINESS ADMINISTRATOR II	24	\$ 36,757.50
EDUCATION DEPT	ADMINISTRATOR II	29	\$ 38,161.50
EDUCATION DEPT	ADMINISTRATOR II	29	\$ 38,161.50
EDUCATION DEPT	ADMINISTRATOR II	29	\$ 38,161.50
EMPLOYMENT SECURITY DEPT	PROGRAM ASSISTANT II	15	\$ 38,161.50
EMPLOYMENT SECURITY DEPT	INTERVIEWER I	16	\$ 38,161.50
EMPLOYMENT SECURITY DEPT	INTERVIEWER I	16	\$ 38,161.50
EMPLOYMENT SECURITY DEPT	ACCOUNTANT II	18	\$ 38,161.50
EMPLOYMENT SECURITY DEPT	ACCOUNTANT II	18	\$ 38,161.50
ENERGY DEPT	PROGRAM SPECIALIST II	21	\$ 38,161.50
ENERGY DEPT	PROGRAM SPECIALIST II	21	\$ 38,161.50
ENERGY DEPT	ADMINISTRATOR I	27	\$ 38,161.50
ENVIRONMENTAL SERVICES DEPT	ACCOUNTANT II	18	\$ 38,161.50
ENVIRONMENTAL SERVICES DEPT	ACCOUNTANT IV	23	\$ 38,161.50
ENVIRONMENTAL SERVICES DEPT	ENVIRONMENTALIST III	23	\$ 38,161.50
ENVIRONMENTAL SERVICES DEPT	BUSINESS ADMINISTRATOR II	24	\$ 38,161.50
ENVIRONMENTAL SERVICES DEPT	ENVIRONMENTAL PROGRAM MANAGER	27	\$ 39,760.50
ENVIRONMENTAL SERVICES DEPT	ENVIRONMENTALIST IV	27	\$ 39,760.50
ENVIRONMENTAL SERVICES DEPT	ENVIRONMENTALIST IV	27	\$ 39,760.50
ENVIRONMENTAL SERVICES DEPT	ADMINISTRATOR II	29	\$ 39,760.50
ENVIRONMENTAL SERVICES DEPT	BUSINESS SYSTEMS ANALYST II	30	\$ 39,760.50
FISH AND GAME DEPT	BIOLOGIST I	21	\$ 39,760.50
FISH AND GAME DEPT	COORD OUTDOOR EDUC PROGRAM	20	\$ 39,760.50
HEALTH AND HUMAN SERVICES	DIETITIAN ASSISTANT	11	\$ 41,359.50
HEALTH AND HUMAN SERVICES	PROGRAM ASSISTANT I	12	\$ 43,017.00
HEALTH AND HUMAN SERVICES	PHARMACY TECHNICIAN II	13	\$ 43,017.00
HEALTH AND HUMAN SERVICES	PROGRAM ASSISTANT II	15	\$ 43,017.00
HEALTH AND HUMAN SERVICES	SUPERVISOR IV	25	\$ 44,713.50
HEALTH AND HUMAN SERVICES	PROGRAM SPECIALIST IV	25	\$ 44,713.50
HEALTH AND HUMAN SERVICES	PROGRAM SPECIALIST IV	25	\$ 44,713.50

Agency	Classification Title*	Labor Grade	Estimated Cost (Step 1)
HEALTH AND HUMAN SERVICES	PROGRAM SPECIALIST IV	25	\$ 44,713.50
HEALTH AND HUMAN SERVICES	PROGRAM SPECIALIST IV	25	\$ 44,713.50
HEALTH AND HUMAN SERVICES	ADMINISTRATOR I	27	\$ 46,527.00
HEALTH AND HUMAN SERVICES	BUSINESS SYSTEMS ANALYST I	28	\$ 48,555.00
HEALTH AND HUMAN SERVICES	ADMINISTRATOR II	29	\$ 48,555.00
HEALTH AND HUMAN SERVICES	ADMINISTRATOR IV	33	\$ 48,555.00
LIQUOR COMMISSION	PROGRAM SPECIALIST II	21	\$ 48,555.00
LIQUOR COMMISSION	ADMINISTRATOR III	31	\$ 48,555.00
LOTTERY COMMISSION	FINANCE ASSOCIATE	27	\$ 48,555.00
NATURAL & CULT RESOURCES	ACCOUNT CLERK III	9	\$ 50,485.50
NATURAL & CULT RESOURCES	PARK ATTENDANT III	13	\$ 50,485.50
NATURAL & CULT RESOURCES	PARK ATTENDANT III	13	\$ 50,485.50
NATURAL & CULT RESOURCES	MAINTENANCE MECHANIC III	14	\$ 50,485.50
NATURAL & CULT RESOURCES	PROGRAM ASSISTANT II	15	\$ 52,669.50
NATURAL & CULT RESOURCES	ENVIRONMENTALIST I	16	\$ 52,669.50
NATURAL & CULT RESOURCES	ACCOUNTANT I	16	\$ 52,669.50
NATURAL & CULT RESOURCES	ACCOUNTANT I	16	\$ 52,669.50
NATURAL & CULT RESOURCES	PLANT MAINTENANCE ENGINEER I	17	\$ 52,669.50
NATURAL & CULT RESOURCES	PROGRAM SPECIALIST I	19	\$ 54,951.00
NATURAL & CULT RESOURCES	PROGRAM PLANNER I	19	\$ 54,951.00
NATURAL & CULT RESOURCES	PLANT MAINTENANCE ENGINEER II	19	\$ 54,951.00
NATURAL & CULT RESOURCES	COMMUNICATIONS TECHNICIAN I	21	\$ 54,951.00
NATURAL & CULT RESOURCES	INTERNAL AUDITOR II	21	\$ 54,951.00
NH VETERANS HOME	ADMINISTRATOR IV	33	\$ 57,388.50
POLICE STDS & TRAINING	LAW ENF TRAINING SPEC I	25	\$ 57,388.50
POLICE STDS & TRAINING	LAW ENF TRAINING SPEC I	25	\$ 57,388.50
POLICE STDS & TRAINING	ATTORNEY IV	32	\$ 57,388.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 57,388.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 57,388.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 57,388.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 57,388.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 57,388.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 57,388.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	PROGRAM ASSISTANT II	15	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	PARALEGAL I	16	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	ACCOUNTANT I	16	\$ 65,266.50

Agency	Classification Title*	Labor Grade	Estimated Cost (Step 1)
PROF LICENSURE & CERT OFFICE	INVESTIGATIVE PARALEGAL	22	\$ 68,094.00
PROF LICENSURE & CERT OFFICE	INVESTIGATIVE PARALEGAL	22	\$ 68,094.00
PROF LICENSURE & CERT OFFICE	INVESTIGATIVE PARALEGAL	22	\$ 68,094.00
PROF LICENSURE & CERT OFFICE	INVESTIGATIVE PARALEGAL	22	\$ 68,094.00
PROF LICENSURE & CERT OFFICE	PROGRAMS INFORMATION OFFICER	23	\$ 68,094.00
PROF LICENSURE & CERT OFFICE	PROGRAM SPECIALIST IV	25	\$ 71,155.50
PROF LICENSURE & CERT OFFICE	BUSINESS SYSTEMS ANALYST II	30	\$ 71,155.50
PROF LICENSURE & CERT OFFICE	HEARINGS EXAMINER	31	\$ 71,155.50
SAFETY DEPT	ACCOUNTANT IV	23	\$ 74,275.50
SAFETY DEPT	CRIMINALIST II	24	\$ 74,275.50
STATE DEPT	ADMINISTRATOR III	31	\$ 74,275.50
TRANSPORTATION DEPT	PROGRAM SPECIALIST I	19	\$ 74,275.50
TRANSPORTATION DEPT	PROGRAM SPECIALIST I	19	\$ 77,805.00
TRANSPORTATION DEPT	CIVIL ENGINEER IV	27	\$ 81,432.00
TRANSPORTATION DEPT	CIVIL ENGINEER V	30	\$ 81,432.00
TOTAL	99 positions		\$4,920,493.50

* Includes only permanent classified, full-time, and temporary classified full-time positions expected to last more than 6 months established between 7/1/2022 and 6/30/2023.

POSITIONS ABOLISHED

Fiscal Year 2023

Agency	Classification Title*	Labor Grade	Estimated Cost** (Step 1)
ADMINISTRATIVE SERVICES DEPT	ADMINISTRATOR III	31	\$ 30,459.00
ADMINISTRATIVE SERVICES DEPT	ADMINISTRATOR IV	33	\$ 30,459.00
ADMINISTRATIVE SERVICES DEPT	PUBLIC WORKS PROJECT MGR VII	35	\$ 30,459.00
AGRICULT, MARKETS & FOOD DEPT	PROGRAM PLANNER III	25	\$ 31,609.50
EDUCATION DEPT	ADMINISTRATOR I	27	\$ 32,857.50
EDUCATION DEPT	BUSINESS SYSTEMS ANALYST I	28	\$ 32,857.50
EDUCATION DEPT	ADMINISTRATOR II	29	\$ 34,047.00
EDUCATION DEPT	ADMINISTRATOR III	31	\$ 34,047.00
ENERGY DEPT	ADMINISTRATIVE SECRETARY	14	\$ 34,047.00
ENERGY DEPT	LEGAL SECRETARY IV	15	\$ 34,047.00
ENVIRONMENTAL SERVICES DEPT	PROGRAM SPECIALIST IV	25	\$ 34,047.00
HHS: BEHAVIORAL HEALTH DIV	PROGRAM SPECIALIST IV	25	\$ 34,047.00
HHS: COMMISSIONER'S OFFICE	HEALTH FAC CONSTRUCT COORD I	21	\$ 34,047.00
HHS: COMMISSIONER'S OFFICE	SUPERVISOR V	26	\$ 34,047.00
HHS: MEDICAID & BUS POLICY OFC	ADMINISTRATOR I	27	\$ 34,047.00
HHS: NH HOSPITAL	MENTAL HEALTH WORKER I	09	\$ 34,047.00
HHS: PUBLIC HEALTH DIV	PROGRAM PLANNER III	25	\$ 34,047.00
HHS: PUBLIC HEALTH DIV	SYSTEMS DEVELOPMENT SPEC IV	26	\$ 34,047.00
HHS: TRANSITIONAL ASSIST DIV	FAMILY SERVICES SPECIALIST I	17	\$ 34,047.00
HHS: TRANSITIONAL ASSIST DIV	FAMILY SERVICES SPECIALIST I	17	\$ 34,047.00
HOUSING APPEALS BOARD	ADMINISTRATIVE ASSISTANT I	16	\$ 34,047.00
INFORMATION TECHNOLOGY DEPT	INFORMATION TECHNOLOGY MGR V	34	\$ 34,047.00
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 34,047.00
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 35,295.00
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 35,295.00
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 35,295.00
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 36,757.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 36,757.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 36,757.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 36,757.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 36,757.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 36,757.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 36,757.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER TRAINEE	12	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 38,161.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 38,161.50

Agency	Classification Title*	Labor Grade	Estimated Cost** (Step 1)
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 41,359.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 41,359.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER I	15	\$ 41,359.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER II	17	\$ 41,359.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER II	17	\$ 41,359.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER II	17	\$ 41,359.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER II	17	\$ 41,359.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER II	17	\$ 41,359.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER II	17	\$ 41,359.50
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER III	20	\$ 46,527.00
MILITARY AFFRS & VET SVCS DEPT	STATE FIRE FIGHTER III	20	\$ 46,527.00
MILITARY AFFRS & VET SVCS DEPT	CEMETERY SUPERINTENDENT	25	\$ 48,555.00
MILITARY AFFRS & VET SVCS DEPT	ADMINISTRATOR I	27	\$ 48,555.00
NATURAL & CULT RESOURCES DEPT	FOREST TECHNICIAN I	10	\$ 52,669.50
NATURAL & CULT RESOURCES DEPT	PARK ATTENDANT III	13	\$ 54,951.00
NATURAL & CULT RESOURCES DEPT	EQUIPMENT OPERATOR SUPERVISOR	14	\$ 57,388.50
NATURAL & CULT RESOURCES DEPT	RETAIL STORE MANAGER I	14	\$ 57,388.50
NATURAL & CULT RESOURCES DEPT	MAINTENANCE MECHANIC III	14	\$ 57,388.50
NATURAL & CULT RESOURCES DEPT	ADMINISTRATIVE SECRETARY	14	\$ 57,388.50
NATURAL & CULT RESOURCES DEPT	PROGRAM ASSISTANT II	15	\$ 57,388.50
NATURAL & CULT RESOURCES DEPT	FOREST TECHNICIAN III	15	\$ 59,904.00
NATURAL & CULT RESOURCES DEPT	GRANTS AND CONTRACTS TECHNICIAN	15	\$ 59,904.00
NATURAL & CULT RESOURCES DEPT	HUMAN RESOURCES TECHNICIAN	17	\$ 62,575.50
NATURAL & CULT RESOURCES DEPT	HUMAN RESOURCES COORDINATOR I	21	\$ 62,575.50
NATURAL & CULT RESOURCES DEPT	HISTORIAN	24	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	ACCOUNTANT IV	23	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	PHARM BD COMPLIANCE INV/INSP	27	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	PHARM BD COMPLIANCE INV/INSP	27	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	PHARM BD COMPLIANCE INV/INSP	27	\$ 62,575.50
PROF LICENSURE & CERT OFFICE	ATTORNEY II	28	\$ 65,266.50
PROF LICENSURE & CERT OFFICE	DIVISION DIRECTOR OPLC	35	\$ 65,266.50
PROF LICENSURE & CERT OFFICE	DIVISION DIRECTOR OPLC	35	\$ 68,094.00
TRANSPORTATION DEPT	TOLL ATTENDANT I	09	\$ 74,275.50
TRANSPORTATION DEPT	MAIL CLERK II	09	\$ 74,275.50
TRANSPORTATION DEPT	TOLL ATTENDANT II	11	\$ 81,432.00
TRANSPORTATION DEPT	TOLL ATTENDANT II	11	\$ 85,117.50
TRANSPORTATION DEPT	TOLL SHIFT SUPERVISOR	13	\$ 89,154.00
TRANSPORTATION DEPT	TOLL SHIFT SUPERVISOR	13	\$ 89,154.00
TREASURY DEPT	TECHNICAL SUPPORT SPEC IV	27	\$ 89,154.00
VETERANS HOME	EXECUTIVE AGENCY MANAGER	35	\$ 89,154.00
	Total (315 positions)		\$14,291,616.30

BUREAU OF EMPLOYEE RELATIONS

The Bureau of Employee Relations provides professional support and assistance to the Governor and represents the State in the conduct of negotiations with representatives of classified state employees. Negotiations cover all cost items and terms of employment, including wages, benefits, hours, and other conditions.

Additionally, the Bureau:

- Administers the collective bargaining agreements;
- Represents the State, in cooperation with the Attorney General, in all grievance actions before the Public Employee Labor Relations Board;
- Investigates, prepares and represents the State in grievance, mediation, and settlement negotiations; and
- Provides technical advice and contract interpretations to all state agencies to ensure consistent policies and practices are followed in compliance with the State's collective bargaining agreements.

COLLECTIVE BARGAINING

As of June 30, 2023, the following 13 unions represent state employees:

- **State Employees' Association (SEA)**

The State Employees' Association of New Hampshire Inc., SEIU Local 1984, is the exclusive bargaining representative of the majority of classified employees in the state system.

Certified bargaining units represented by State Employees' Association include:

Administrative Services Department

Agriculture Department

Banking Department

Business and Economic Affairs Department

Commission for Human Rights

Corrections Department (*except Probation Parole Officers I-III, Corrections Officer, and Corrections Officer Corporals; Corrections Officer Sergeants, Corrections Officer Lieutenants, and Corrections Officer Captains*)

Education Department

Employment Security

Environmental Services Department

Fish and Game Department (*except all Conservation Officers*)

Health and Human Services Department

Information Technology Department

Insurance Department

Labor Department

Liquor Commission (*except Liquor Investigators, Liquor Investigator Sergeants, and Liquor Investigator Lieutenants*)

Lottery Commission

Military Affairs and Veterans Services

Natural and Cultural Resources Department

Postsecondary Education Commission

Professional Licensure & Certification, Office of

Revenue Administration Department

Safety Department (*except for State Police Troopers, State Police Sergeants, State Police Command Staff, Deputy Fire Marshals I & II, State Office Complex Lieutenant & Sergeant, Fire Investigators, and State Office Complex Patrol Officers*)

Supervisory Unit Transportation Department

Treasury Department

Veterans Home

- **State Employees' Association – Corrections Supervisors**

The State Employees' Association of New Hampshire Inc., SEIU Local 1984, State Corrections Supervisors, is the exclusive bargaining representative of Corrections Officer Sergeants, Corrections Officer Lieutenants, and Corrections Officer Captains at the Department of Corrections. The bargaining unit was certified by the Public Employee Labor Relations Board (PELRB) on November 10, 2020.

- **State Employees' Association – Department of Transportation**

The State Employees' Association of New Hampshire, Inc., SEIU Local 1984, Department of Transportation, is the exclusive bargaining representative of all classified employees at the Department of Transportation. The bargaining unit was certified by the PELRB on September 30, 2016. Prior to commencement of negotiations for the 2023-2025 collective bargaining agreement, this bargaining unit was administratively transitioned by the union from an SEA subunit to a master-level bargaining unit within the SEA. The bargaining unit executed its own master-level agreement on June 26, 2023, with an effective date of July 1, 2023.

- **New Hampshire Troopers Association (NHTA)**

The sworn non-commissioned employees of the Division of State Police have been represented by the New Hampshire Troopers Association since 1990. This bargaining unit includes the State Police Troopers and State Police Sergeants.

- **New Hampshire State Police Command Staff – New Hampshire Troopers Association**

The New Hampshire State Police Command Staff are affiliated with the New Hampshire Troopers Association (NHTA). This bargaining unit includes State Police Captains, State Police Lieutenants, and State Police Majors other than Executive Majors and Administrative Majors. The bargaining unit was certified by the PELRB on March 26, 2018.

- **New England Police Benevolent Association (NEPBA), Local 40, NH Fish & Game Conservation Officers**

The New England Police Benevolent Association, Local 40, was certified by the PELRB on October 31, 2006, as the exclusive bargaining representative for Conservation Officers I & II employed by the Department of Fish & Game.

- **New England Police Benevolent Association (NEPBA), Local 45, NH Fish & Game Supervisory Officers**

The New England Police Benevolent Association, Local 45, was certified by the PELRB on October 31, 2006, as the exclusive bargaining representative for the following employees of the Department of Fish & Game: Conservation Officer Colonels, Conservation Officer Majors, Conservation Officer Captains, Conservation Officer Lieutenants, Conservation Officer Administrative Lieutenants, and Conservation Officer Sergeants.

- **New England Police Benevolent Association (NEPBA), Local 260, IUPA, AFL-CIO**

The New England Police Benevolent Association, Local 260, was certified by the PELRB on December 10, 2009, as the exclusive bargaining representative for Liquor Investigators I & II and Sergeants employed by the Division of Enforcement (aka Bureau of Enforcement and Licensing) at the New Hampshire Liquor Commission.

- **New England Police Benevolent Association (NEPBA), NH State Law Enforcement Officers' Union (NHSLEOU, aka Local 218)**

The NEPBA, NH State Law Enforcement Officers' Union, was certified by the PELRB on January 21, 2020, as the exclusive bargaining representative for Fire Investigators and State Office Complex Patrol Officers employed by the Department Safety.

- **New England Police Benevolent Association (NEPBA), NH State Law Enforcement Supervisors Union (NHSLESU, aka Local 219)**

The NEPBA, NH State Law Enforcement Officers' Union, was certified by the PELRB on January 29, 2020, as the exclusive bargaining representative for Lieutenants in the Division of Enforcement of the New Hampshire Liquor Commission, as well as Deputy Fire Marshal I & II, State Office Complex Lieutenants, and State Office Complex Sergeants employed by the Department of Safety.

- **New Hampshire Probation and Parole Officers Association (NHPPOA)**

The New Hampshire Probation and Parole Officers Association was certified by the PELRB on December 13, 2019 as the exclusive bargaining representative of Probation and Parole Officers I & II employed by the Department of Corrections.

- **New Hampshire Probation and Parole Command Staff (NHPPCSA)**

The New Hampshire Probation and Parole Command Staff Association was certified by the PELRB on December 13, 2019 as the exclusive bargaining representative of Probation and Parole Officers I & II employed by the Department of Corrections

- **Teamsters Local 633**

Teamsters Local 633 was certified by the PELRB on October 4, 2012, as the exclusive bargaining representative of Corrections Officers and Corrections Officer Corporals employed by the Department of Corrections.

- **Internal Affairs Association of New Hampshire, Affiliated with Teamsters Local 633**

The Internal Affairs Association of New Hampshire was certified by the PELRB on November 18, 2020, as the exclusive bargaining representative of Internal Affairs Investigators I, II & III, and Internal Affairs Administrative Secretaries employed by the Department of Corrections.

Employees by Union Representation*
Fiscal Year 2023

Union	# of Represented Employees
Internal Affairs Association of New Hampshire	14
New England Police Benevolent Association Local 40	26
New England Police Benevolent Association Local 45	16
New England Police Benevolent Association Local 260	15
New Hampshire State Law Enforcement Officers	7
New Hampshire State Law Enforcement Supervisors	8
New Hampshire Probation and Parole Officers I & II	64
New Hampshire Probation and Parole Officers III Command	11
New Hampshire Troopers Association	265
New Hampshire Troopers Association-Command Staff	23
The State Employees' Association of NH, SEIU Local 1984	8,359
New Hampshire Corrections Supervisors	79
Teamsters Local 633	219
Total	9,106
<p>* Includes classified full-time permanent and full-time temporary employees, as well as part-time represented employees of the Liquor Commission. Part-time liquor retail store employees who work 26 weeks or more in one year and who average 10 hours per week are considered part of the bargaining unit.</p> <p>* Confidential employees are excluded.</p>	

Report Generated 6/30/2023 by Employee Matrix Version V6.4

Positions by Union Representation*

Fiscal Year 2023

Union	# Positions
Internal Affairs Association of New Hampshire	15
New England Police Benevolent Association Local 40	28
New England Police Benevolent Association Local 45	16
New England Police Benevolent Association Local 260	17
New Hampshire State Law Enforcement Officers	13
New Hampshire State Law Enforcement Supervisors	10
New Hampshire Probation and Parole Officers I & II	65
New Hampshire Probation and Parole Officers III Command	11
New Hampshire Troopers Association	337
New Hampshire Troopers Association-Command Staff	25
The State Employees' Association of NH, SEIU Local 1984	9457
Teamsters Local 633	402
New Hampshire Corrections Supervisors	90
Total	10,486
<p>*Includes classified full-time permanent and full-time temporary positions expected to last for more than 6 months as well as part-time represented positions of the Liquor Commission. *This report does not contain 13 positions found in error.</p>	

Report Generated 6/30/2023 by Position Matrix V6.2

MASTER NEGOTIATIONS

Collective bargaining agreements between the State and the following unions representing state employees became effective upon execution of their respective agreements through June 30, 2023.

- State Employees' Association (SEA)
- State Employees' Association – Corrections Supervisors
- New England Police Benevolent Association (NEPBA Locals: 40, 45, and 260)
- New Hampshire State Law Enforcement Officers Union (NEPBA Local 218)
- New Hampshire State Law Enforcement Supervisors Union (NEPBA Local 219)
- New Hampshire Probation and Parole Officers Association
- New Hampshire Probation and Parole Command Staff Association
- NH Troopers Association
- NHTA – Command Staff
- Teamsters Local 633
- Internal Affairs Association of New Hampshire (affiliated with Teamsters Local 633)

On October 18, 2022, the State and the unions began negotiations for the 2022-2023 Collective Bargaining Agreements. Those agreements were executed on June 26, 2023.

NEGOTIATED STATE BENEFITS

The Bureau of Employee Relations negotiates on behalf of the State of New Hampshire benefits for Executive Branch employees. Additionally, it is the responsibility of the Bureau to ensure that all of these benefits are implemented in compliance with the respective collective bargaining agreements.

These benefits include, but are not limited to, :

- Wages
- Overtime and Compensatory Time
- Health Insurance
- Prescription Drug Plan
- Wellness & Health Promotion
- Dental Insurance
- Life Insurance
- Short Term Disability Income Protection
- Basic Work Week
- Schedules – Flexible or Alternative
- Meal Periods and Breaks
- Holidays
- Annual Leave
- Sick Leave
- Civil Leave
- Safety and Health Protection
- Travel Reimbursement

BUREAU OF EDUCATION AND TRAINING

The Division of Personnel's Bureau of Education and Training (BET) provides education, training, and resources that enhance the skills, knowledge, and abilities of government employees who serve the citizens of New Hampshire, as directed under RSA 21-I:42, XIV-XVII.

To fulfill this mission, the BET is committed to the following guiding principles:

- Deliver cost-effective quality training, using skilled and knowledgeable trainers, facilitators, teachers, and eLearning tools;
- Offer a variety of training opportunities designed for adult learners;
- Provide training resources and consulting services to state agencies; and
- Provide training specified by RSA 21-I:42.

The BET delivered the following courses and programs in FY 2023:

- Certified Public Manager (CPM)
- Supervisory Academy (SA) (Pre-requisite for CPM)
- Diversity Equity and Inclusion
- Lean Process Improvement – White Belt
- Lean Process Improvement – Yellow Belt
- Lean Process Improvement – Green Belt
- Lean Process Improvement – Black Belt
- Sexual Harassment Training
- State of NH – Park Manager University
- DES Wastewater Manager University
- Respect and Civility in the Workplace Training Online
- DHHS - Involuntary Emergency Admission Training
- New In-person Respect and Civility in the Workplace Training
- State of New Hampshire Trainer Certification Program
- Statewide Computer Usage Policy Training
- NH FIRST Workforce Management Training
- Administrative Law Web Series
- Computer Skills and Professional Development Courses (Too many to list here.)
- OPLC & DOJ - Wynn E. Arnold & Elyse S. Alkalay - Administrative Law Web Series
- DOJ – Grants Training
- DOT – Work zone Safety Training
- DNCR- Supervisor & Manager Training
- BEA/ Equal Opportunity Development Request

The BET's revenues were 409,277.00 for FY 23. Revenue increased by just under \$125,00.00 from typical revenues in prior years. The total number of students enrolled also increased in FY 23 to **1,452** students. The increase in revenues and the number of students was primarily due to not many classes being cancelled and efforts to continue to improve course offerings.

The BET's ability to adapt and make available many of its training programs online was a significant accomplishment. Continuing to make educational and training opportunities available via this platform encouraged a great number of students to take advantage of the BET's offerings.

The BET plans to evaluate its pricing, and expected revenue and costs in FY 24-25, to ensure that pricing is appropriate and cost effective for customers/clients to ensure maximum participation in class enrollments while fully covering the BET's costs.

In an effort to maintain revenues in FY 23, despite an anticipated reduced demand for training from state agencies, the BET moved to online instruction which allowed it to continue serving NH public employees with greater flexibility for students (inside and outside of state government).

The BET's online/eLearning presence and demand for support from other state agencies continued to grow in FY 23.

The BET has maximized the capacity of its part-time instructors and still needed to expand the instructor and/or contractor pool to continue to offer a full suite of professional development and public management courses, along with specialized trainings for individual audiences and programs. To accomplish this goal, the BET hired an additional part-time instructor and looks to bring another part-time position onboard in FY24.

New Hampshire Certified Public Manager Program

Since FY 1996, the BET has offered a Certified Public Manager (CPM) program for New Hampshire state, county, municipal, and school district employees as required by statute (RSA 21-I:42, XVII(a)(3)). The aim of the NH CPM program is to elevate the standard of practice in public management of state and local governments. The program uses a system of competency-based training to measure and develop participants' professional competencies in the field of public management.

- The Level I program (Supervisory Academy) is available to supervisors and individuals who plan to enter a supervisory role. The Level I program takes students nine weeks to complete with over 80 hours of core course work. Successful completion of the program earns participants the designation of Certified Public Supervisor (CPS).
- The Level II program is available to supervisors and managers who have successfully completed Legacy CPM Level I programs from 2010 to present or the Supervisory Academy. Level II requires an additional 160 hours of core course work as well as participation in a team project that requires 60 hours of time. Students that complete the program earn the Certified Public Manager® (CPM) designation. The CPM designation is a registered service mark of the National Certified Public Manager Consortium. The BET Certified Public Manager® program is nationally accredited.
- In Fiscal Year 2023, there were **147** graduates from the Level I Supervisory Academy program and **25** graduates from Level II.

In FY23, the BET revised the structure of its CPM program in conjunction with offering an improved program for Supervisory Training. Under the new format, supervisors engage in a 9-week, 80-hour program (described more fully later in this section), which also serves as a prerequisite for entering a 12-month CPM program. This new structure shortens the overall timeframe for students to complete their CPM program and provides for enhanced training to supervisors.

Professional Development Classes

In addition to the CPM program, the BET continues to offer a full suite of professional development courses and applied learning classes. In FY 23, the BET delivered **36** professional development classes to **814** state and **94** local and county employees. A list of classes offered and the number of students in each is provided at the end of this section.

FY 2023 Professional Development Classes	Non-State Students	State Employee Students	Total # Students
Grand Total	178	1,274	1,452

E-Learning

In FY 23, the BET continued to make significant progress in developing the statewide online learning management system (LMS), aka Moodle, and solidifying the BET as the best option to provide centralized online learning management resources for state employees. During FY 23, the BET accomplished the following:

- Developed strategic partnerships with agencies throughout the state regarding online learning and provided for-fee training and technical services to several agencies (Business and Economic Affairs, Department of Transportation, Police Standards and Training Council, Department of Environmental Services, Department of Health and Human Services, Department of Justice, Office of Professional Licensure and Certification, Department of Natural and Cultural Resources, and the Department of Administrative Services.);
- Provided Moodle helpdesk ticket support and enhancements to reporting capabilities;
- Administered a new externally facing instance of Moodle to enable state employees and non-state individuals to access the BET trainings and other required trainings (e.g., Sexual Harassment, Computer Use Policy, and Respect Trainings, Certificate Programs and Professional Development Courses) without needing access to the State network;
- Completed a full round of revisions to all core curricula;
- Fully migrated the State of New Hampshire Supervisory Academy to an online program and;
- Continued to provide monthly compliance reporting to participating agencies tracking their employees' completion of required material, including working to resolve reporting issues with the FDM.

Significant Training Initiatives

During FY 23, the BET successfully executed the following initiatives:

- Supervisory Academy (SA) (Pre-requisite for CPM)
- Diversity Equity and Inclusion
- State of NH – Park Manager University
- DES Wastewater Manager University
- Certified Public Manager (CPM)
- DHHS - Involuntary Emergency Admission Training
- New In-person Respect and Civility in the Workplace Training
- DOT – Work zone Safety Training
- BEA - NH Equal Opportunity Training

State of New Hampshire Supervisory Academy Updates

During FY 23, the BET facilitated 5 cohorts of the NH Supervisory Academy (NHSA). NHSA is a 9-week training program designed for entry-level managers and supervisors to enhance their knowledge and skills for success in their new role. Through weekly 90-minute group online sessions and self-paced work via a Moodle classroom, participants cultivate the critical supervisory skills needed to maximize individual and team performance, manage conflict, balance workloads, maintain a civil and respectful work environment, develop individual staff, and make decisions. Students will learn material, participate in solo and group class activities, and reflect on the application of new skills in their real-life work environment. The NHSA counts as 12-months of supervisory experience for classified positions within the Executive Branch. Successful completion of the Supervisory Academy is a pre-requisite for the 12-month CPM program.

Customized Training Support

In FY 23, the BET started offering customized training support via inter-agency service agreements. During FY 23, the BET signed service agreements with the Department of Health and Human Services, the Office of Professional Licensure, the Department of Business and Economic Affairs, the Department of Natural and Cultural Resources, Department of Environmental Services, the Department of Transportation, and the Department of Labor.

New Course Offerings to be piloted in FY 24

- Instructional Design Basics
- Myers Briggs Type Indicator
- Emotional Intelligence Workshop
- Bias Workshop
- Managing Across Generations Workshop