



# State of New Hampshire

## Department of Labor

Hugh J. Gallen  
 State Office Park  
 Spaulding Building  
 95 Pleasant Street  
 Concord, NH 03301  
 603/271-3176  
 TDD Access: Relay NH  
 1-800-735-2964  
 FAX: 603/271-6149  
<http://www.nh.gov/labor>

CSG

Ken Merrifield  
Commissioner

Danielle N. Albert  
Deputy Commissioner

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May 10, 2024

The Honorable Ken Weyler, Chairman  
Fiscal Committee of the General Court and

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

### REQUESTED ACTION

Pursuant to the provisions of RSA 9:16-a, I, authorize the Department of Labor to transfer funds in the amount of \$142,815 to cover anticipated shortfall for indirect costs for the remainder of FY24, effective upon approval of the Fiscal Committee and the Governor and Executive Council through June 30, 2024, and further authorize the funds to be allocated as shown below. 100% Other Funds.

#### **02-26-26-260010-60000000 ADMIN OF JUSTICE AND PUBLIC PRTN, LABOR DEPT, LABOR, ADMIN-SUPPORT**

CLASS OBJ	Class Title	Current Modified Budget	Increase / (Decrease) Amount	Revised Modified Budget
<b>Revenue</b>				
006-406979-44	Agency Income	457,436	2,181	459,617
009-402207-30	Agency Income	4,116,915	19,634	4,136,549
	<b>Total Revenue</b>	<b>4,574,351</b>	<b>21,815</b>	<b>4,596,166</b>
010 - 500100	Personnel Services-Permanent	840,781	-	840,781
011 - 500126	Personnel Services-Unclassified	272,115	-	272,115
017 - 500147	FT Employees Special Payments	15,000	-	15,000
018 - 500106	Overtime	1,180	-	1,180
020 - 500200	Current Expense	192,000	(50,000)	142,000
022 - 500255	Rents & Leases Other than State	11,084	-	11,084
026 - 500251	Organizational Dues	1,500	-	1,500
027 - 582703	OIT Transfer	1,444,575	-	1,444,575
028 - 582814	Transfer to General Services	309,972	-	309,972

030 - 500301	Equipment	94,458	-	94,458
039 - 500188	Telecommunications	67,000	-	67,000
040 - 500800	Indirect Costs	194,042	142,815	336,857
049 - 584995	Transfer to Other State Agencies	8,745	-	8,745
057 - 500531	Books Periodicals Subscriptions	1,650	-	1,650
060 - 500601	Benefits	602,232	-	602,232
064 - 586414	Ret Pension Bene Health Ins	316,000	-	316,000
065 - 500542	Board Expenses	20,000	(20,000)	-
066 - 500543	Training	50,000	-	50,000
070 - 500700	In-State Travel	55,000	-	55,000
080 - 500710	Out-of-State Travel	1,000	(1,000)	-
089 - 501543	Transfer to DAS Maint Fund	18,750	-	18,750
103 - 502664	Contracts for Operational Services	50,000	(50,000)	-
211 - 501530	Catastrophic Casualty Ins	7,267	-	7,267
	<b>Total Expenses</b>	<b>4,574,351</b>	<b>21,815</b>	<b>4,596,166</b>

**02-26-26-260510-61000000 ADMIN OF JUSTICE AND PUBLIC PRTN, LABOR DEPT,  
 INSPECTION DIVISION**

CLASS OBJ	Class Title	Current Modified Budget	Increase / (Decrease) Amount	Revised Modified Budget
<b>Revenue</b>				
006-406979-44	Agency Income	933,267	(2,181)	931,086
009-402207-30	Agency Income	2,068,974	(19,634)	2,049,340
	<b>Total Revenue</b>	<b>3,002,241</b>	<b>(21,815)</b>	<b>2,980,426</b>
010 - 500100	Personnel Services-Permanent	1,889,915	-	1,889,915
017 - 500147	FT Employees Special Payments	40,000	-	40,000
018 - 500106	Overtime	1,109	-	1,109
020 - 500200	Current Expense	5,000	-	5,000
022 - 500255	Rents&Leases Other than State	2,000	-	2,000
026 - 500251	Organizational Dues	1,300	-	1,300
027 - 582703	OIT Transfer	1	-	1
028 - 582814	Transfer to General Services	1	-	1
030 - 500301	Equipment	5,000	-	5,000
039 - 500188	Telecommunications	5,000	(5,000)	-
050 - 500109	Part-Time Salaries	69,556	(9,315)	60,241
057 - 500531	Books Periodicals Subscriptions	1,000	-	1,000
060 - 500601	Benefits	972,359	-	972,359
070 - 500700	In-State Travel	5,000	(2,500)	2,500

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080 - 500710	Out-of-State Travel	5,000	(5,000)	-
	<b>Total Expenses</b>	<b>3,002,241</b>	<b>(21,815)</b>	<b>2,980,426</b>

**EXPLANATION**

The Department of Labor is requesting authorization to transfer funds from Class 020, Class 065, Class 080 and Class 103 in AU6000000 to Class 040 within the same accounting unit and from Class 039, Class 050, Class 070 and Class 080 in AU6100000 to Class 040 in AU60000000 to address a budgetary shortfall in Class 040 Indirect Costs. The transfer of funds is a result of budgeting indirect costs at the estimated amount of \$194,042 with the actual cost being \$417,250, with the amount of \$312,939 to be paid in FY24 and \$104,311 to be paid in FY25.

Funds are to be transferred to/from the following accounting units and classes:

**Admin Support (60000000)**

Class 020 – 500200 Current Expense – Appropriations reduced due to actual expenses projected to be less than current appropriation.

Class 040 – Indirect Costs – Additional appropriation is needed to satisfy actual expenses.

Class 065 – 500541 Board Expenses – Appropriations reduced due to actual expenses projected to be less than current appropriation.

Class 080 – 500710 Out-of-State Travel – Appropriations reduced due to actual expenses projected to be less than current appropriation.

Class 103 – 502664 Contracts for Op Services – Appropriations reduced due to actual expenses projected to be less than current appropriation.

**Inspection Division (61000000)**

Class 039 – 500188 Telecommunications – Appropriations reduced due to actual expenses projected to be less than current appropriation.

Class 050 – 500109 Part-Time Salaries - Appropriations reduced due to actual expenses projected to be less than current appropriation.

Class 070 – 500700 In-State Travel – Appropriations reduced due to actual expenses projected to be less than current appropriation.

Class 080 – 500710 Out-of-State Travel – Appropriations reduced due to actual expenses projected to be less than current appropriation.

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The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985.

**Justification:**

- 1) Does the transfer involve continuing programs or one-time projects? While expenditures may differ each fiscal year, there is continued on-going agency indirect costs.
- 2) Is this transfer required to maintain existing program level or will it increase the program level? This transfer will maintain the existing program level.
- 3) Cite any requirements which make this program mandatory. RSA 21-I:74 Allocation of Statewide Central Services Costs: Allocation of Statewide Indirect Costs.
- 4) Identify the source of the funds on all accounts listed on this transfer. 100% Other
- 5) Will there be any effect on revenue if this transfer is approved or disapproved? No effect.
- 6) Are funds expected to lapse if this transfer is not approved? No.
- 7) Are personnel services involved? If yes, answer the following: No.

Respectfully submitted,



Ken Merrifield  
Commissioner  
Department of Labor