

ARC
146



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

Lori A. Weaver
Commissioner

Morissa Henn
Deputy Commissioner

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

April 25, 2025

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

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of RSA 9:16-a, Transfers Authorized, RSA 9:16-c, Transfer of Federal Grant Funds, RSA 14:30-a, VI, Additional Revenue, and RSA 9:17-a, III, Limitations, the Department of Health and Human Services is requesting authorization to transfer general funds in the amount of \$17,365,032 between various class lines, increase and decrease Federal revenues resulting in a net decrease of \$1,422,088, increase and decrease Other revenues resulting in a net increase of \$200,000, and create new expenditure class codes. The transfers and adjustments are summarized below and detailed in the attached worksheets, effective upon approval of the Fiscal Committee and the Governor and Executive Council through June 30, 2025.

General Funds	Transfers From	Transfers To
Division for Children, Youth & Families	(\$2,981,956)	\$3,781,956
Division of Family Assistance	(\$401,297)	\$101,297
Bureau of Child Care Development & Headstart Collab	\$0	\$0
Bureau of Child Support Services	(\$680)	\$680
Bureau of Homeless Services	(\$15,000)	\$15,000
Division of Medicaid Services	(\$527,500)	\$527,500
Bureau of Elderly & Adult Services	(\$12,096,460)	\$12,096,460
Division for Public Health Services	(\$108,500)	\$108,500
Glencliff Home	(\$16,540)	\$16,540
Division for Behavioral Health	(\$31,396)	\$31,396
Bureau of Developmental Services	(\$188)	\$188
New Hampshire Hospital	(\$51,545)	\$51,545
Office of the Commissioner	(\$631,700)	\$131,700
Office of Improvement/Integrity/Info/Reimb	(\$12,500)	\$12,500
Office of Legal and Regulatory Svcs	(\$353,435)	\$353,435
Office of Administration	(\$116,000)	\$116,000
Office of Information Services	(\$20,130)	\$20,130
QAI Operations	(\$205)	\$205
Total Department of Health and Human Services	(\$17,365,032)	\$17,365,032

EXPLANATION

The Department of Health and Human Services is requesting authorization to transfer funds between various class lines to address shortfalls with anticipated surpluses within the Department's authorized budget. This is the Department's third and final regularly scheduled Department-wide transfer of State Fiscal Year 2025. The Department analyzes expenditure patterns throughout the state fiscal year and submits this request to address projected needs based on experience year-to-date and anticipated expenditures needs for the balance of the year. Based upon the analysis performed, the Department identified accounts requiring additional funds and other accounts with spending at rates less than budgeted. This transfer is required to ensure funds are available in the appropriate class lines to allow the Department to pay for obligated and necessary expenses for the continued operations of the Department.

The attached *Appendix B, Narrative & Accounting Detail* document provides class line level detail and corresponding Account Level descriptions detailing the business needs and rationale for all transfer actions. To supplement the detail provided in Appendix B, the following provides a high-level overview of some of the larger transfer actions which include:

- **Division for Children, Youth and Families:** Transferring \$800,000 to SYSC to cover salaries, benefits and overtime for employees as well as funds from the Office of the Commissioner for Workers Compensation (100% General).
- **Office of the Commissioner:** Transferring \$500,000 to address a shortfall in Workers Compensation at SYSC (100% General).
- **Division of Medicaid Services:** Transferring approximately \$1.5 million to cover shortfalls in the Children's Health Insurance Program (CHIP) program and to cover increased costs due to an adjustment in acuity rates. (65% Federal/35% General).
- **Division of Long Term Supports and Services:** Transferring \$24 million to pay for County and private nursing facility Medicaid Payments (50% General/50% Federal) to address projected needs in the current biennium.

The following is the information specifically required when transfers are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested actions:

- A. Justification:
See the attached Appendix B for justification of the availability of funds and required additional funds.
- B. Does this transfer involve continuing programs or one-time projects?
This transfer involves continuing programs.
- C. Is this transfer required to maintain existing program levels, or will it increase the program?
This transfer is required to maintain existing program levels.
- D. Cite any requirements which make this program mandatory.
Some programs of the Department are required by various state and federal laws.
- E. Identify the source of funds on all accounts listed on this transfer.
See Appendix B for the source of funds for all accounts.
- F. Will there be any effect on revenue if this transfer is not approved?
The effect on revenue, including Federal participation, as a result of this transfer is detailed in the attached Appendix B.
- G. Are funds expected to lapse if this transfer is not approved?
Some funds that are in excess of the budget would lapse if not transferred to cover shortfalls.

The Honorable Ken Weyler, Chairman
Her Excellency, Governor Kelly A. Ayotte
April 25, 2025
Page 3 of 3

H. Are personnel services involved?

Yes, the Department is moving funds among personnel class lines to address projected shortfalls in classes 010 (Personal Services-Perm. Class), 012 (Personal Services-Unclassified), 050 (Personal Service-Temp/Appoint), 059 (Temp Full Time), and 060 (Benefits).

The Department has conducted a detailed review of line items in the budget to ensure that available funds are maximized to the greatest degree possible.

Respectfully Submitted,



for:

Lori A. Weaver
Commissioner

Attachments:

- Appendix A Summary of Transfers
- Appendix B Narrative & Accounting Detail

APPENDIX A							
All Accounts	Account	General Funds Only			Net		
		From	Transfers From	Transfers To	Net	FF/Oth	
	General Funds						
Division for Children, Youth & Families	Various		(\$2,981,956)	\$3,781,956	\$800,000	\$ (1,107,231)	Various
Division of Family Assistance	Various		(\$401,297)	\$101,297	(\$300,000)	\$ (244,734)	Various
Bureau of Child Care Development & Headstart Collab	Various		\$0	\$0	\$0	\$ -	Various
Bureau of Child Support Services	Various		(\$680)	\$680	\$0	\$ -	Various
Bureau of Homeless Services	Various		(\$15,000)	\$15,000	\$0	\$ -	Various
Division of Medicaid Services	Various		(\$527,500)	\$527,500	\$0	\$ 450,450	Various
Bureau of Elderly & Adult Services	Various		(\$12,096,460)	\$12,096,460	\$0	\$ (1,200)	Various
Division for Public Health Services	Various		(\$108,500)	\$108,500	\$0	\$ -	Various
Glencleft Home	Various		(\$16,540)	\$16,540	\$0	\$ -	Various
Division for Behavioral Health	Various		(\$31,396)	\$31,396	\$0	\$ 1,200	Various
Bureau of Developmental Services	Various		(\$188)	\$188	\$0	\$ -	Various
New Hampshire Hospital	Various		(\$51,545)	\$51,545	\$0	\$ -	Various
Office of the Commissioner	Various		(\$631,700)	\$131,700	(\$500,000)	\$ (246,269)	Various
Office of Improvement and Integrity	Various		(\$12,500)	\$12,500	\$0	\$ -	Various
Office of Legal and Regulatory Svcs	Various		(\$353,435)	\$353,435	\$0	\$ -	Various
Office of Administration	Various		(\$116,000)	\$116,000	\$0	\$ (63,934)	Various
Office of Information Services	Various		(\$20,130)	\$20,130	\$0	\$ (10,370)	Various
QA/ Operations	Various		(\$205)	\$205	\$0	\$ -	Various
Total Department of Health and Human Services			(\$17,365,032)	\$17,365,032	(\$0)	\$ (1,222,088)	
				Net Federal Funds		(\$1,422,088)	(\$1,422,088)
				Net Other Funds		\$200,000	\$200,000
						(\$1,222,088)	(\$1,222,088)

Agency	Program	Accounting Unit	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030				
Shawnee Youth Services Center	Youth Services Center	Funding in the Accounting Unit represents costs associated with the operation of the Shawnee Youth Services Center. Funds are needed in Class (010) Personal Services Firm Serv, Class (011) Over-time, Class (017) Civil Force Maint Build-Cm and Class (000) Benefits to staff shortages and Class (002) (Workers Compensation). Funds are available in AU 7933 Class 010 (Personal Services Firm Class) and Class (000) Benefits and AU8137 Class 002 (Workers Compensation).	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000			
		100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000		
TOTAL DIVISION FOR CHILDREN, YOUTH AND FAMILIES			800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000			
Director's Office																																					
Funding in the Accounting Unit represents costs associated with the management and operation of the Division of Family Assistance. Funds are needed in Class 020 (Current Expenses). Funds are available in AU 6177 Class 074 (Grants For Pub Aest and Rel) due to contract being underperk.																																					
Employment Support			15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510	15,510			
Funding in the Accounting Unit represents costs associated with the management and operation of the Job Employment Program. Funds are available within AU Class 074 (Grants For Pub Aest and Rel) and will be moved to Class 020 (Equipment General Purpose) due to increase in expenses.																																					
Refugee Activities			1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200		
Funding in the Accounting Unit represents costs that provide cash and medical assistance for refugees resided in NH in accordance with the Federal Refugee Act of 1980. According Other Grant funds which are needed in Class 501 (Payments to Clients) to cover the increase in refugees.																																					
Field Operations			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	
Funding in the Accounting Unit represents costs associated with the field staff in the district offices providing direct services to the clients of New Hampshire. Funds are available in Class 010 (Personal Services Firm Class) and 020 (Benefits) based on projections. Funds are needed within AU Class 020 (Part Time Salaries) due to new hire and Class 070 (In State Travel) because of increased travel. Funds are needed in AU 72140000 Class 020 (Benefits) and Class 040 (Consultants) due to change in contract. Funds are needed in AU 78970000 Class 020 (Part Time Salaries) due to new positions and Class 020 (Current Expenses) for a large paper order. Funds are needed in AU 69410000 Class 010 (Personal Services Firm Class), Class 018 (Over-time), Class 047 (Civil Force Maint Build-Cm), Class 000 (Benefits).																																					
Disability Determination Unit			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	
Funding in the Accounting Unit represents costs associated with the Disability Determination Unit (DDU) which is responsible for reviewing, assessing and determining the medical eligibility of New Hampshire adults and children with disabilities for a large paper order. Funds are needed in Class 020 (Current Expenses) for a large paper order. Funds are needed to establish a new Class 020 (Personal Services Firm Class) due to increase in new staff.																																					
New Heights			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	
Funding in the Accounting Unit represents costs associated with staff for New Heights. Funds are needed in Class 040 (Consultants) due to increase in contract and Class 000 (Benefits). Funds are being moved from AU 78930000 Class 010 (Personal Services Firm Class).																																					
TOTAL DIVISION FOR CHILDREN, YOUTH AND FAMILIES			800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	

Account	Agency	Class	Subclass	Activity	Class Title	Program	Fund Source	Fund By	Fund By	GF	BT	FF	TF	GF	FF	TF	GF	FF	TF	To AU	To Class	2024 Budget	2025 Budget	2025 Actual
<p>TOTAL DIVISION OF FAMILY ASSISTANCE</p> <p>Funding in this Accounting Unit represents the costs associated with childcare Operations. Class 010(Personal Services Perm), Class 012(Personal Services Unclassified), and Class 050 (Benefits) funds are being transferred to 29770000, Class 536 to cover costs in Employment Related Child Care.</p>																								
010	042	29760000	000	43342	Personal Services Perm Class																			
010	042	29760000	012	300719	Personal Services Unclassified																			
010	042	29760000	050	300802	Benefits																			
<p>Child Care Development Operations</p> <p>Funding in this Accounting Unit represents the costs associated with childcare for employment related families. Funds are needed in 29770000, Class 536 (Employment Related Child Care) for employment related Child Care for families in need, funds are from 29780000 Class 010 (Personal Services Perm), 012 (Personal Services Unclassified), and 050 (Benefits) as well as 29780000 class 050 (Benefits), 074 (Grants for Pub Asst and Reb), and 502 (Payments to Providers) to maximize use of underpart funds.</p>																								
010	042	29770000	000	43376	Personal Services Perm Class																			
010	042	29770000	012	300719	Personal Services Unclassified																			
010	042	29770000	050	300802	Benefits																			
<p>Child Care Development Program</p> <p>Funding in this Accounting Unit represents the costs associated with the Quality operation of the Division of Child Care Development. Funds are being utilized from class 050 (Benefits) to offset a projected shortfall in class 010 (Personal Services Perm Class), as well as being transferred to 29770000, class 536 (Employment Related Child Care) from 074(Grants for Pub Asst and Reb) and 502 (Payments to Providers).</p>																								
010	042	29760000	000	40962	Personal Services Perm Class																			
010	042	29760000	012	300719	Personal Services Unclassified																			
010	042	29760000	050	300802	Benefits																			
<p>TOTAL BUREAU OF CHILD DEVELOPMENT SERVICES</p>																								
<p>Bureau of Child Support Services</p> <p>Funding in this Accounting Unit represents the administrative and operation functions of the bureau. Funds are being moved within the AU. Funds are being transferred to Class 012(Personal Services -Unclassified) to cover the expenses of an approved step increment and are being transferred from Class 050 (Personal Service Temp Appoi) to cover the expenses for the remainder of the fiscal year.</p>																								
010	042	79700000	000	40979	Personal Services Perm Class																			
010	042	79700000	012	300719	Personal Services Unclassified																			
010	042	79700000	050	300802	Benefits																			
<p>TOTAL BUREAU OF CHILD SUPPORT SERVICES</p>																								
<p>HOUSING - SHELTER PROGRAM</p> <p>Funding in this Accounting Unit represents costs associated with ensuring that homelessness is rare, brief, and one-time by assisting people who are experiencing homelessness or housing instability access permanent housing, safe shelter and/or other supportive services. Funds are needed in Class 010 (Personal Services Perm Class) and are available in Class 050 (Full Time Temp) based on estimated payroll through the end of the fiscal year.</p>																								
010	042	79710000	000	40627	Personal Services Perm Class																			
010	042	79710000	012	300719	Personal Services Unclassified																			
010	042	79710000	050	300802	Benefits																			
<p>TOTAL BUREAU OF HOMELESS SERVICES</p>																								
<p>Child Health Insurance program</p> <p>Funding in this accounting unit supports the population served by AU 70510000 that qualify for Children health insurance program, (CHIP), and low income children that are non-CHIP. The Managed Care Organizations contracted capitation rates have been amended, approved at the 12/18 GAC agenda item #13A. This includes an adjustment to the acuity rates resulting in an increase to the SFY 2025 Total Cost. Funds will be needed to cover shortfalls within class 101 Medical Payments to Providers. Funds are available in AU 79480000 (Medicaid Care Management). Funds are needed in class 041 (Audit Set Aside) to satisfy the State's requirement that .1% of estimated federal revenue be budgeted for financial and compliance audit costs.</p>																								
010	041	70510000	000	40391	Medical Payments to Providers																			
010	041	70510000	041	300801	Audit Fund Set Aside																			
010	041	70510000	101	300719	Medical Payments to Providers																			
<p>Medicaid Administration</p> <p>Funding in this Accounting Unit represents costs associated with the management and operation of Medicaid programs serving citizens throughout New Hampshire. Funds are available in class 020 (Current Expenses) due to less utilization of current expenses than budgeted.</p>																								
010	047	79310000	000	47223	Current Expenses																			
010	047	79310000	020	300200	Current Expenses																			
<p>Medicaid Care Management</p>																								

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
Fund	Obj	Sub Obj	Program	Activity	Class Type	Program	Income	Est Cost															
010	001	01000000	000	0000	State of State Travel Reimbursement	01000000																	
<p>Funding in this Accounting Unit represents costs associated with the operation of the Commissioner's Office. Class 012 shortages are expected based on payroll projections. Funds are available in Class 050. AU 7208 Class 102 shortages are expected based on contract projections. Funds are available in Class 102.</p>																							
010	001	01000000	000	0000	Federal Funds																		
010	001	01000000	000	0000	General Funds																		
<p>Funding in this Accounting Unit represents Minority Health and Refugee Affairs, which includes DHS communication access contract and federal civil rights laws compliance, cultural and linguistic competence, minority health, DHS community relations and rapid response, and reparation. Class 102 shortages are expected based on contract projections. Funds are available in AU 5000 Class 102.</p>																							
010	005	72000000	000	0000	Federal Funds																		
010	005	72000000	000	0000	General Funds																		
<p>Funding in this Accounting Unit represents costs associated with Workers Compensation. AU 9543 Class 052 requires workers compensation funding. Funds are available in Class 052. Federal funds in this AU are being closed to control.</p>																							
010	005	81700000	000	0000	Federal Funds																		
010	005	81700000	000	0000	General Funds																		
<p>Funding in this Accounting Unit represents costs associated with attorneys and other professional staff that provide legal services across the Department of Health and Human Services. Class 050 shortages are expected based on payroll projections. Funds are available in Class 010. Class 070 shortages are expected based on projections. Funds are available in Class 050.</p>																							
010	005	11400000	000	0000	Federal Funds																		
010	005	11400000	000	0000	General Funds																		
<p>Funding in this Accounting Unit represents costs associated with attorneys and other professional staff that provide legal services across the Department of Health and Human Services. Class 020 needs to be created to pay for a membership fee. Funds are available in Class 020.</p>																							
010	005	11400000	000	0000	Federal Funds																		
010	005	11400000	000	0000	General Funds																		
<p>Funding in this Accounting Unit represents costs associated with attorneys and other professional staff that provide legal services across the Department of Health and Human Services. Class 012 shortages are expected based on reclassified position from classified to unclassified within AU 5080. Funds are available in Class 010. AU 5082 Class 060 and AU 5083 Class 060 shortages are expected based on payroll projections. Funds are available in Class 050.</p>																							
010	005	11400000	000	0000	Federal Funds																		
010	005	11400000	000	0000	General Funds																		

