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# State of New Hampshire

DEPARTMENT OF SAFETY  
OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305

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JOHN J. BARTHELMES  
COMMISSIONER

January 2, 2019

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

### Requested Action

Pursuant to RSA 94:3, the Department of Safety, with the authorization of the Office of the Governor, respectfully requests approval of an annual salary step increase for Jennifer L. Harper, Assistant Director of Homeland Security & Emergency Management (unclassified position #9U522), in the amount of \$5,089.80, from Grade GG, Step 6 (\$103,059.28) to Grade GG, Step 7, with a new annual salary of \$108,149.08, effective January 4, 2019, upon Governor and Council approval.

### Explanation

RSA 94:3 "Yearly Service Increases" states, in part, that "upon recommendation of the appointing authority, the holder of any position mentioned in RSA 94:1-a shall be entitled to an annual increase in salary amounting to 1/5 of the difference between the minimum and maximum salary for said position but in no case shall the total salary exceed the maximum as herein established".

Assistant Director Harper has been at Step 6 for at least one year and is eligible to advance to Step 7 on the salary scale effective January 4, 2019. The Assistant Director assists with all aspects of the Division Homeland Security & Emergency Management, which includes the Bureau of Emergency Management and the following Sections: Planning, Administration, Field Representative, Preparedness, Operations, Technological Hazards, Public Information, etc.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner of Safety