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DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

GORDON J. MACDONALD
ATTORNEY GENERAL



JANE E. YOUNG
DEPUTY ATTORNEY GENERAL

January 8, 2019

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

Your Excellency and Members of the Council:

REQUESTED ACTION


That approval be and hereby is given to the Attorney General to grant an annual salary increment to Linda Ruel, Director of the Office of Victim/Witness Assistance (Position #9U314, Appropriation #02-20-20-200150-2616-014-500134) from a salary level of \$95,450.16 (LG FF, Step 6) to a salary level of \$100,159.28 (LG FF, Step 7), effective on January 18, 2019, upon Governor and Executive Council approval.

EXPLANATION

In accordance with NH RSA 94:1-a, I(a), Ms. Ruel is eligible for a salary increment, subject to the approval of the Governor and Executive Council. Ms. Ruel's salary will increase by \$4,709.12.

I respectfully urge your favorable consideration of this request. Thank you.

Respectfully submitted,


Gordon J. MacDonald
Attorney General

#2259564

Lynda W. Ruel

Center Tuftonboro, New Hampshire 03816

Qualifications

- Over Thirty-Four years experience in the Human Services Field.
- Thirty years of experience providing crisis counseling to victims of crime.
- Competent, reliable and committed professional, with a proven record of success.
- Outstanding organizational skills, with the talent for "*seeing the big picture.*"
- Strength in management of special projects and creative program design.
- Skills in research, analysis, and administrative problem solving.
- Excellent presentation skills; clear and professional manner.
- Successful in researching and writing grant proposals.
- Enjoy the challenge of new projects and handling several priorities at once.
- Expertise in team-building and organizational development.

Awards

Nominated for The William D. Paine Award, "Honoring an individual who has made an outstanding commitment to collaborative multidisciplinary efforts to reduce family violence in NH", 2000 & 1997
Recipient of Business and professional women of Mount Washington Valley, "Young Careerist Award", 1996
Agency recipient of the Susan B. Anthony Award for, "Outstanding Services to Victims of Domestic Violence" 1995

Accomplishments

- Co-wrote and narrated a film entitled "Domestic Violence in Carroll County, A Community Response."
- Designed and carried out training programs for law enforcement, court, medical, & child protective staff.
- Established and maintained C.C.D.V. &R as a respected and influential statewide voice.
- Single-handedly conducted workshops, presentations, and gathered data from 584 high school students.
- Researched, wrote and managed; private, state, and federal grants.
- Enhanced a twenty-four hour crisis line and set-up support groups. Initiated referral networks for victims of domestic and sexual violence.
- Staff development, supervision, training and support of fifty-two volunteers.
- Co-wrote policy and procedure on the handling of Domestic Violence in State Police.
- Co-wrote "Victim Services Protocol for The Domestic Violence Protocol for the State of NH." 1996

Present Accountabilities

- **Provide day-to-day supervision of the homicide advocates.**
- **Provide services and support to homicide families from actually doing the death notification, to providing services throughout the entire judicial system.**
- **Provide twenty-four hour, seven day a week, on-call crisis intervention, and immediate support services to victims and witnesses in all of the state's homicide cases.**
- **Facilitate the biohazard cleanup of homicide scenes**
- **Provided victims and witnesses with referrals**
- **Orient victims and witnesses into the criminal justice system.**
- **Keep victims informed of all developments, hearings, and changes in the status of their case.**
- **Ensure that the victims are involved and heard throughout the criminal justice system.**
- **Locate, coordinate and schedule witnesses to ensure their availability for appearance and testimony. Arrange for travel for out of state witnesses and prepare witnesses for court testimony. Assist witnesses in obtaining witness fees.**
- **Attend depositions, court hearings, trial, sentence review and parole hearings to provide support and information to victims, witnesses and their families and to coordinate witnesses.**
- **Advise and inform victims of their statutory rights under the New Hampshire Crime Victim Bill of Rights.**
- **Assist in the preparation of victim impact statements to be used in sentencing.**
- **Assist in facilitating the return of property being used as evidence.**
- **Substitute Part-time Instructor on Homicide and Sexual Assault at New Hampshire Police Standards and Training, Recruit academy.**

Education

**B.S. in Human Services; Criminal Justice Minor; Springfield College,
Springfield MA**

Certification

**Certified in Victimology; Victims' Assistance Legal Organization, Inc.,
Washington, D.C.
Certified Domestic Violence Trainer; Federal Law Enforcement Training
Center, STAR, Glynco, GA**

Employment History

2014-Present	Director of the Office of Victim/Witness Assistance, New Hampshire Attorney General's Office, Concord, NH
2004-2014	Victim/Witness Advocate, New Hampshire Attorney General's Office, Concord, NH
2002-2004	Victim/Witness Advocate, University of New Hampshire Police Department, Durham, NH
1996-2004	Victim/Witness Advocate (Contract On-Call), New Hampshire Attorney General's Office, Concord, NH
1996-2002	Victim/Witness Advocate, New Hampshire State Police, Concord, NH
1991-1996	Executive Director, Carroll County Against Domestic Violence & Rape, Conway, NH
1988-1991	Direct Services Administrator, Carroll County Against Domestic Violence & Rape, Conway, NH
1986-1987	Head Teacher (Infant Room), Castle Square Day-Care Center, Boston, MA
1985-1986	Head Teacher, The after School Program, Concord NH
1984-1986	Live-In Child Care Worker, Rolfe and Rumford Home, Concord, NH