

119 mac



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street - Room 120

Concord, New Hampshire 03301

(603) 271-3201 | Office@das.nh.gov

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

September 1, 2022

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

REQUESTED ACTION

The Department of Administrative Services (DAS) is submitting and seeking approval of a Consolidated Recruitment and Retention Initiative, on behalf of several State Agencies, resulting in a salary enhancement for specific eligible positions, effective upon the approval of the Governor and Executive Council, unless as otherwise noted, through June 30, 2023.

Pursuant to RSA 99:8, Increases for Recruitment purposes, and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary increase, DAS seeks authorization for the following:

- a NEW 15% hourly salary enhancement for eligible nursing positions at the NH Veteran's Home; Department of Health and Human Services (DHHS)- Sununu Youth Service Center (SYSC), Glenclyff Home and New Hampshire Hospital (NHH), effective the first day of the pay-period following approval of the Governor and Executive Council through the paycheck issued on June 30, 2023.
- an extension of an EXISTING 15% hourly salary enhancement for eligible nursing positions at the Department of Health and Human Services- SYSC effective February 12, 2023 (the date the current authorization is set to expire) following approval of the Governor and Executive Council through the paycheck issued on June 30, 2023.
- an extension of an EXISTING hourly salary enhancement (ranging from 14%, 16% or 18%) for eligible youth counselor positions at the SYSC, effective January 14, 2023 (the date the current authorization is set to expire) following approval of the Governor and Executive Council through the paycheck issued on June 30, 2023.

Funds are available in each agencies' current FY23 budget, in the following accounts:

Agency	Accounts	Funding Source	FY 23Amount
Nurse Enhancements			
Veteran's Home	05-043-043-430010-5359-010 Personal Services - Perm	39% Federal 29% General 32% Other	\$1,386,882
SYSC	05-095-042-421510-6643-010 Personal Services – Perm	100% General	\$74,382
SYSC	05-095-042-421510-6643-050 Personal Services – Temp	100% General	\$11,173
Glenclyff Home	05-095-91-910010-5710-010 Personal Services - Perm	19.21% General 80.79% Other	\$266,666
Glenclyff Home	05-095-91-910010-5710-050 Personal Services - Temp	19.21% General 80.79% Other	\$74,409
NHH	05-095-094-940010-8750-010 Personal Services - Perm	38% General 62% Other	\$1,397,343
NHH	05-095-094-940010-6096-010 Personal Services - Perm	38% General 62% Other	\$27,467
NHH	05-095-094-940010-8750-050 Personal Services – Temp	38% General 62% Other	\$550,865
NHH	05-095-094-940010-6096-050 Personal Services – Temp	38% General 62% Other	\$10,539
		Subtotal	\$3,799,726
Youth Counselors			
SYSC	05-095-042-421510-6643-010 Personal Services – Perm	100% General	\$311,923
SYSC	05-095-042-421510-6643-050 Personal Services – Temp	100% General	\$51,917
		Subtotal	\$363,840
		GRAND TOTAL	\$4,163,566

In addition, the DAS, on behalf of the Department of Transportation (DOT), seeks approval for DOT to enter into a Memorandum of Agreement (MOA) with various State agencies to provide personnel to assist with winter maintenance activities, effective upon Governor and Executive Council through June 30, 2023 and approval for DOT to provide an Informational Report at the completion of the winter maintenance period as to any MOA's that were entered into including, but not limited to, the respective agency's name and amount.

EXPLANATION

The Department of Administrative Services, on behalf of several agencies, is seeking approval and funding for a Consolidated Recruitment and Retention Program aimed at increasing the desirability of certain nurse and youth counselor positions in State employment, through specialized financial incentives. These positions have been difficult to fill and our ability to retain existing employees is diminishing in this very competitive labor market. Commissioners, at each of the impacted agencies,

have submitted separate letters and supporting information as to the challenges they are facing, which are attached to this request. Upon reviewing their requests, the DAS Director of Personnel has approved their proposed enhancements for both the nurse and youth counselor eligible positions.

All the existing eligible nurse positions have previously been granted a 15% hourly enhancement, effective at different dates and expire at different intervals, depending on the agency. The “new” 15% hourly enhancement is in addition to the previously approved enhancement, which when combined will bring eligible nurses to a 30% enhancement effective through the pay-check issued on June 30, 2023.

The table below outlines the varying dates of the nurse enhancements.

Agency	Original 15% enhancement effective dates		Additional 15% enhancement effective dates	
	Start date	End date	Start date	End date (2)
Veteran’s Home	3/9/22	3/9/24	9/9/22	6/30/23
SYSC	2/3/22	2/12/23 (1)	9/9/22	6/30/23
Glenclyff Home	7/1/21	6/30/23	9/9/22	6/30/23
NHH	1/12/22	1/12/24	9/9/22	6/30/23

(1) as part of the REQUESTED ACTION, SYSC also seeks approval to extend the “original” 15% enhancement from 2/12/23 to 6/30/23

(2) 6/30/23 represents the last pay-check the employee will receive the additional enhancement.

In addition, SYSC currently has 3 tiers of hourly wage enhancements ranging from 14% - 18% for specific, eligible youth counselor positions. The current enhancements are set to expire on January 14, 2023. As part of the REQUESTED ACTION, we are seeking an extension of these enhancements through the pay-check issued on June 30, 2023. Attached to this request is additional documentation provided by the Commissioner of Health and Human Services.

Lastly, in accordance with RSA 21-1:42, VI, the DAS, on behalf of the Department of Transportation (DOT), submitted to the Fiscal Committee a Winter Maintenance Recruitment and Retention policy (subject to approval at the meeting on September 9, 2022). In addition a joint Fiscal Committee and Governor and Executive Council item has been submitted relative to the funding for such policy, for approval at the respective meetings on September 9, 2022 and September 7, 2022. The Winter Maintenance program was designed to reduce turnover and incentivize employees at other State agencies to assist with winter maintenance. As such, in order for DOT to accept the assistance of other state employees and to facilitate the assignment of duties, approval of a standard MOA template is requested. The proposed MOA template has been approved by the Attorney General’s Office. The MOA template, along with a letter from the DOT Commissioner, is attached.

In the event that federal funds are no longer available, General Funds will not be requested to support this program and this program would terminate. The Department of Administrative Services requests approval of this request.

Respectfully submitted,

Charles M. Arlinghaus
Charles M. Arlinghaus
Commissioner

Veteran Home - new



New Hampshire Veterans Home

139 Winter Street
Tilton, NH 03276



Kimberly M. MacKay
Commandant

Telephone: (603) 527-4400
Fax : (603) 286-4242

August 29, 2022

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the New Hampshire Veterans Home (NHVH) to increase the current fifteen percent (15%) to thirty (30%) of the base hourly wage enhancement to nursing staff currently paid under the Institutional Nurse (N130) pay scale for recruitment and retention purposes. Additionally, we request a Temporary Increase for Licensed Nursing Assistants and Licensed Medication Nursing Assistants paid under the A130 40 Hour Wage Schedule. Both requests are projected to increase funding by an additional \$1,386,881.76, above the already approved 15% over the 11-month period ending in FY 23. This enhancement would be effective from September 9th, 2022 through July 1, 2023.

Funding source: 39% Federal Funds, 29% General Funds, 32% Other.

Funds are available due to vacancy savings in 05-00043-043-430010-5359-010, NH Veterans Home, Professional Services, as follows:

	<u>FY2023</u>	<u>Total</u>
010-500100 Regular Officers and Employees	\$1,386,881.76	\$1,386,881.76

EXPLANATION

The New Hampshire Veterans Home (NHVH) continues to experience intense difficulty in filling and retaining nursing positions in the current labor market. The state unemployment rate has remained very low over the past 12 months and the rate in July 2022 in Belknap County as 1.7% while at the same time occupations in the healthcare sector are projected to grow faster than other sectors. The workforce is aging as predicted and the pace of retirements of state employees has accelerated in the last year. The rate of retirements and resignation has increased due to the COVID pandemic. **Consequently, the vacancy rate at NHVH has risen each year even with the 15% enhance enacted in March of 2022 –see Table 1 below.**

Table 1 New Hampshire Veterans Home Nurse Positions

Classified Position	Labor Grade	Authorized positions (2022)	Vacant 2021/2022	Vacant 2020	Vacant 2019	Vacant 2018	Vacant 2017
Director of Nursing	34	1	0	0	0	0	0
Asst. Director of Nursing	29	2	0	0	0	1	1
Registered Nurse I	19	1	1	1	1	0	0
Registered Nurse II	21	22	12	6	6	6	6
Registered Nurse III	23	10	6	4	4	4	4
Nurse Specialist	25	6	2	0	1	1	1
Nurse Coordinator	27	6	1	1	1	1	1
Nurse Practitioner	28	2	1	1	0	1	1
Licensed Practical Nurse I	16	21	10	3	3	2	3
Licensed Practical Nurse II	18	5	2	0	0	0	0
Licensed Nursing Assistants/Licensed Medication Nursing Assistants	9-15	153	64	55	50	48	43
Totals		229	99	71	66	64	60
Vacancy Rate			43%	34%	32%	31%	28%

Many complicated dynamics contribute to the NHVH's reduced effectiveness to fill nursing positions. The nursing shortage, the increased occupational choices for women, the state hiring process, wage schedules and classification system to name but a few. Additionally, since our initial enhancement request, many healthcare professionals are leaving the field due to the work demands and the pandemic. The U.S. Bureau of Labor Statistics estimates that the health-care sector has lost nearly half a million workers since February 2020. While there have been some internal efforts to address some constraints the barriers remain in an outdated hiring, wage and classification process which will take extensive time and resources to change. The most impactful and timely intervention is to increase the enhancement to 30% and incorporate the LNA and LMNA positions to this request. With this tool, the Home has been able to offer a viable wage in the current labor market (Table 2).

Table 2 NH Occupational Wages 2019			
	Entry level wage	Median wage	Experienced wage
Registered Nurse	RN I Step 1	RN II Step 4	RN III Step 4
State of NH with 30%	\$32.02	\$34.83	\$38.08
Laconia-Belmont	\$30.17	\$42.52	\$48.70
Greater Concord	\$29.64	\$36.77	\$40.33
Nurse Practitioner	LG 28/Step 1	LG 28/Step 4	LG 28/Step 8
State of NH with current	\$47.45	\$47.23	\$56.66

Governor Sununu and the Honorable Council
 August 29, 2022

30% enhancement			
Laconia-Belmont	43.09	52.35	57.98
Greater Concord	\$45.11	\$53.91	\$58.30
LPN	LPN I 16/Step 1	LPN I 16/Step 4	LPN I 16/Step 8
State of NH with 30%	\$28.91	\$31.89	\$33.48
Laconia-Belmont	\$22.98	\$27.20	\$29.31
Greater Concord	\$22.41	\$27.48	\$30.02
LNA/LMNA (A130)	LNA I 9/1	LNA II 11/4	LNA III 14/8
State of NH with 30%	\$18.46	19.46	25.72
Laconia/Belmont*	\$14.46	16.12	16.96
Greater Concord*	\$14.93	17.96	19.26

Demand will continue as population ages

Unfortunately, the labor force continues to shrink while the Healthcare sector and occupations such as RNs continue to grow at accelerating rates. The number of openings in the nursing field is projected to exceed supply over the next decade in all geographic areas. In New Hampshire, the Economic and Labor Market Information Bureau is projecting the growth rate of job openings to be 12.9% for registered nurses, 29.9% for nurse practitioners and 19.3% for licensed practical nurses. Private employers are adapting to the increased competition for a limited supply of applicants. Currently, there are at least 12 licensed nursing homes in the Belknap /Merrimack County areas. These private sector facilities are offering higher wages and sign-on bonuses/retention bonus, which influence our ability to be competitive even with the total compensation package offered by the State.

Licensed Nursing Assistants and Licensed Medication Nursing Assistants are in high demand with 12 licensed nursing facilities in the area. The 2021 wage statistics from NHES does not accurately depict the competitive wages in the field. Area facilities are offering sign-on bonuses and substantially higher hourly wages and incentives the State cannot match.

The top seven areas of concentration for current and recent nursing students are legal nurse consultant, nurse midwife, nurse anesthetist, travel nurse, holistic nursing, informatics nurse specialist and surgical nursing. Geriatrics nursing does not attract students as successfully as other areas of concentration, primarily due to lower wages.

The Veterans Home's approach to the staffing crisis is multi leveled and comprehensive. Increasing the enhancement to 30% of the base pay, the Home has contracted with a Travel Nursing agency to fill gaps, has expanded scheduling options for existing staff, and we have launched an in-house LNA training program for both internal and external candidates, to develop and retain nursing staff we are able to offer limited educational funding. Recruitment and outreach efforts are collaborative with the best results coming from employee referrals.

Your favorable action on this request would be appreciated.

Respectfully Submitted,


 Kimberly MacKay

Commandant

Veterans Home - Original

103 mlc



New Hampshire Veterans Home

139 Winter Street
Tilton, NH 03276



Margaret D. LaBrecque
Commandant

Telephone: (603) 527-4400
Fax: (603) 286-4242

January 31, 2022

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

GTC
February 16, 2022

FEB01'22 FYI, RCVD

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the New Hampshire Veterans Home (NHVH) to continue a fifteen percent (15%) base hourly wage enhancement to nursing staff currently paid under the Institutional Nurse (N130) pay scale for recruitment and retention purposes. Additionally, we request a Temporary Increase for Licensed Nursing Assistants and Licensed Medication Nursing Assistants paid under the A130 40 Hour Wage Schedule. This request is projected to increase funding by \$ 2,658,520 over the 24 month period ending in FY 24. This enhancement would be effective from March 9, 2022 through March 9, 2024.

Funding source: 39% Federal Funds, 29% General Funds, 32% Other.

Funds are available due to vacancy savings in 05-00043-043-430010-5359-010, NH Veterans Home, Professional Services, as follows:

	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>	<u>Total</u>
010-500100 Regular Officers And Employees	\$405,922	\$1,319,245	\$933,353	\$2,658,520

EXPLANATION

The New Hampshire Veterans Home (NHVH) continues to experience intense difficulty in filling and retaining nursing positions in the current labor market. The state unemployment rate has remained very low over the past 12 months and the rate in November of 2021 was 2.0% while at the same time occupations in the healthcare sector are projected to grow faster than other sectors. The workforce is aging as predicted and the pace of retirements of state employees has accelerated in the last year. The rate of retirements and resignation has increased due to the COVID pandemic. Consequently, the vacancy rate at NHVH has risen each year even with the 15% enhance enacted in March of 2018 -see Table 1 below.

Table 1 New Hampshire Veterans Home Nurse Positions

Classified Position	Labor Grade	Authorized positions (2022)	Vacant 2021/2022	Vacant 2020	Vacant 2019	Vacant 2018	Vacant 2017
Director of Nursing	34	1	0	0	0	0	0
Asst. Director of Nursing	29	2	0	0	0	1	1
Registered Nurse I	19	3	1	1	1	0	0
Registered Nurse II	21	21	8	6	6	6	6
Registered Nurse III	23	10	3	4	4	4	4
Nurse Specialist	25	5	1	0	1	1	1
Nurse Coordinator	27	6	0	1	1	1	1
Nurse Practitioner	28	2	0	1	0	1	1
Licensed Practical Nurse I	16	15	8	3	3	2	3
Licensed Practical Nurse II	18	1	1	0	0	0	0
Licensed Nursing Assistants/Licensed Medication Nursing Assistants	9-15	142	58	55	50	48	43
Totals		208	80	71	66	64	60
Vacancy Rate			38%	34%	32%	31%	28%

Many complicated dynamics contribute to the NHVH's reduced effectiveness to fill nursing positions. The nursing shortage, the increased occupational choices for women, the state hiring process, wage schedules and classification system to name but a few. Additionally since our initial enhancement request, many healthcare professionals are leaving the field due to the work demands and the pandemic. The U.S. Bureau of Labor Statistics estimates that the health-care sector has lost nearly half a million workers since February 2020. While there have been some internal efforts to address some constraints the barriers remain in an outdated hiring, wage and classification process which will take extensive time and resources to change. The most impactful and timely intervention is the continued enhancement of 15% and incorporate the LNA and LMNA positions to this request. With this tool, the Home has been able to offer a viable wage in the current labor market (Table 2).

Table 2 NH Occupational Wages 2019			
	Entry level wage	Median wage	Experienced wage
Registered Nurse	RN I Step 1	RN II Step 4	RN III Step 4
State of NH with 15%	\$28.73	\$34.83	\$38.08
Laconia-Belmont	\$30.17	\$42.52	\$48.70
Greater Concord	\$29.64	\$36.77	\$40.33
Nurse Practitioner	LG 28/Step 1	LG 28/Step 4	LG 28/Step 8
State of NH with current 15% enhancement and	\$41.49	\$47.23	\$56.66

direct care			
Laconia-Belmont	43.09	52.35	57.98
Greater Concord	\$45.11	\$53.91	\$58.30
LPN	LPN I 16/Step 1	LPN I 16/Step 4	LPN I 16/Step 8
State of NH with 15%	\$25.27	\$31.89	\$33.48
Laconia-Belmont	\$22.98	\$27.20	\$29.31
Greater Concord	\$22.41	\$27.48	\$30.02
LNA/LMNA	LNA I 9/1	LNA II 11/4	LNA III 14/8
State of NH with 15%	16.13	19.46	25.72
Laconia/Belmont*	14.46	16.12	16.96
Greater Concord*	14.93	17.96	19.26

Demand will continue as population ages

Unfortunately, the labor force continues to shrink while the Healthcare sector and occupations such as RNs continue to grow at accelerating rates. The number of openings in the nursing field is projected to exceed supply over the next decade in all geographic areas. In New Hampshire the Economic and Labor Market Information Bureau is projecting the growth rate of job openings to be 12.9% for registered nurses, 29.9% for nurse practitioners and 19.3% for licensed practical nurses. Private employers are adapting to the increased competition for a limited supply of applicants. There are at least 12 licensed nursing homes in the Belknap /Merrimack County areas at this time. These private sector facilities are offering higher wages and sign-on bonuses/retention bonus, which influence our ability to be competitive even with the total compensation package offered by the State.

Licensed Nursing Assistants and Licensed Medication Nursing Assistants are in high demand with 12 licensed nursing facilities in the area. The 2021 wage statistics from NHES does not accurately depict the competitive wages in the field. Area facilities are offering sign on substantially higher hourly wages and sign and incentives the State cannot match. According to Indeed.com, an entry level LNA working at Genesis Healthcare in Laconia start at 16.82 and Belknap Country Nursing Home is offering up to \$25.66 per hour for qualified staff and MAS Medical Staffing is offering \$19.00 per hour to start.

At the same time, the top seven areas of concentration for current and recent nursing students are legal nurse consultant, nurse midwife, nurse anesthetist, travel nurse, holistic nursing, informatics nurse specialist and surgical nursing. Geriatrics nursing does not attract students as successfully as other areas of concentration, primarily due to lower wages.

The Veterans Home's approach to the staffing crisis is multi leveled and comprehensive. In addition to the 15% enhancement, the Home has contracted with a Travel Nursing agency to fill gaps, has expanded scheduling options for existing staff, and is developing training opportunities internally and externally to develop and retain nursing staff. Recruitment and outreach efforts are collaborative with the best results coming from employee referrals.

Your favorable action on this request would be appreciated.

Respectfully Submitted,

Margaret D LaBrecque

Margaret D. LaBrecque
Commandant

LaBrecque, Margaret

From: McCann, Barbara
Sent: Monday, January 31, 2022 4:05 PM
To: LaBrecque, Margaret
Subject: FW: Nursing Enhancement from 2016

From: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>
Sent: Monday, January 31, 2022 3:56 PM
To: McCann, Barbara <Barbara.A.McCann@nhvh.nh.gov>
Subject: Nursing Enhancement from 2016

Hi Barbara,
Your request to continue the nursing enhancement is approved.

All the best.

SYSC - New



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

Lori A. Shibiante
Commissioner

Joseph E. Ribsam, Jr.
Director

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

August 31, 2022

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services (DHHS), Division for Children, Youth and Families, Sununu Youth Services Center (SYSC), to amend the prior enhancement, as approved by Governor and Executive Council on February 3, 2021 (Item #8), by increasing the base hourly wage by an additional fifteen percent (15%) for a total enhancement of thirty percent (30%) for nursing staff currently paid under the Institutional Nurse (N130) pay scale for recruitment and retention purposes and extending the completion date, effective upon Governor and Executive Council approval through June 30, 2023. 100% General Funds.

**0S-95-042-:421010-79150000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS
DEPT OF, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICE CENTER, HEALTH
SERVICES**

SFY 2023	010-500100	Personal Services - Perm Class	42151501	\$74,382
SFY 2023	050-500109	Personal Services - Temp	42151501	\$11,173
			TOTAL	\$85,555

EXPLANATION

The purpose of this request is to continue the wage enhancement for nursing staff at the Sununu Youth Services Center (SYSC) through June 30, 2023. The current wage enhancement was originally approved February 3, 2022 (Item #8), by the Governor and Executive and expires February 12, 2023. The demand for nursing support at the state's juvenile secure treatment facility continues to exceed available staff resources. SYSC has experienced extreme difficulty recruiting for nursing positions as detailed in the original item. The positions in question require licensure as a registered nurse and are being from the N130 pay scale. The additional 15% enhancement will assist the Department with hiring and long-term retention of nursing positions. Funds are available in SFY 2023.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
August 31, 2022

Should Governor and Council determine to deny this request, SYSC would be unable to adequately recruit and retain nursing staff, which would negatively impact patient care to juveniles in the secure treatment facility.

Area served: Sununu Youth Services Center (SYSC)

Source of funds: 100% General Funds.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Lori A. Shibinette". The signature is fluid and cursive, with a prominent flourish at the end.

Lori A. Shibinette
Commissioner

8
mae

SYSC - original



Lori A. Shlbinette
Commissioner

Joseph E. Ribsam, Jr.
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

January 15, 2021

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services, Division for Children, Youth and Families, Sununu Youth Services Center (SYSC) to institute a temporary fifteen percent (15%) in the base hourly rate for recruitment and retention purposes for nursing staff currently paid under the Institutional Nurse (N130) pay scale effective upon Governor & Council approval or on February 12, 2021, whichever is later, for a period of 24 months from the date of such approval. 100% General Funds:

05-95-042-421010-79150000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS
DEPT OF, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICE CENTER, HEALTH SERVICES

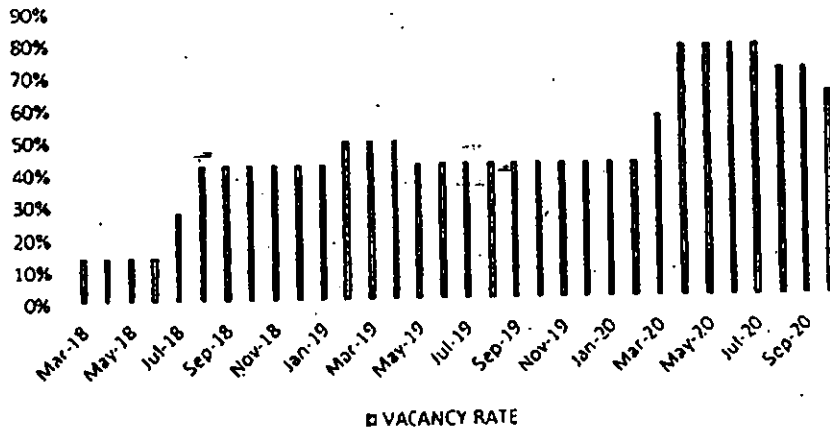
Fiscal Year	Class / Account	Class Title	Job Number	Amount Requested
SFY 2021	010-500100	Personal Services - Perm Class	42151501	\$29,577
SFY 2022	010-500100	Personal Services - Perm Class	42151501	\$98,744
SFY 2023	010-500100	Personal Services - Perm Class	42151501	\$67,348
			TOTAL	\$193,667

EXPLANATION

The demand for nursing support at the state's juvenile secure treatment facility continues to exceed available staff resources. Nursing needs have increased due to the COVID-19 protocols required for all admissions. Youth are assessed for COVID-19 symptoms and tested at entry, with the addition of twice daily COVID assessments, in order to monitor asymptomatic and symptomatic youth's possible changes. SYSC has continued to have extreme difficulty recruiting for nursing positions – see Table 1. SYSC has the following positions that require licensure as a registered nurse and those positions are being paid from the N130 pay scale. A 15% enhancement was proven to be an effective tool for addressing the nursing shortage for New Hampshire Hospital nurses. Table 1 shows the nursing vacancy rate at SYSC between March 2018 and September 2020.

Table 1

NURSING VACANCY RATE 2018-2020



There are currently three FTE Nurse vacancies at SYSC. The following positions are pending: Monday – Friday 7:00am -3:00pm; Monday – Thursday 2:30pm – 12:30am; and Friday – Sunday Baylor 7:00pm – 7:00am shifts. The vacancies have caused increased stress for all nursing positions within the facility, who are working overtime and needing to ensure coverage exists for 24/7 business operations, in addition to their regular hours. Not only is this cost prohibitive, but it also affects the quality of care provided by a dedicated group of committed medical care staff who work in an environment that can be stressful, unpredictable, and dangerous. Despite efforts to recruit new nurses at the facility, SYSC has been unable to fill all vacant nursing positions.

Competitive Market:

Registered nurses searching for jobs in Southern New Hampshire today will find numerous opportunities. As shown in Table 2 below, the state's salary schedule is not competitive with statewide Registered Nursing wages. Recruitment is particularly difficult for evening and night shifts, due to the higher shift differentials paid in other settings, as well.

Table 2

Occupation: Registered Nurses (SOC Code 291141)

Period: May 2019

Area Name	Hourly mean wage	Annual mean wage ⁽²⁾	Hourly median wage
New Hampshire(3300000)	35.52	73880	34.95

(2) Annual wages have been calculated by multiplying the corresponding hourly wage by 2,080 hours.

SOC code: Standard Occupational Classification code -- see <http://www.bls.gov/soc/home.htm>
<https://data.bls.gov/oas/#!/occGeo/One%20occupation%20for%20multiple%20geographical%20areas>

Date extracted on : October 16, 2020

If approved, the overall additional cost of this increase would be \$193,667, which would ensure the salary for each position would be increased by the authorized enhancement percentage. Funds are available in the following account in SFY 21. The 15% increase will be included in the SYSC budget for SFY 22 and 23.

Should Governor and Council determine to deny this request, SYSC would be unable to adequately recruit and retain nursing staff, which would negatively impact patient care to juveniles in the secure treatment facility.

Area served: Sununu Youth Services Center (SYSC)

Source of funds: 100% General Funds.

If you need any further information regarding this request, please feel free to contact me at 271-9017. Thank you for your consideration.

Respectfully submitted,



Lori A. Shibinette
Commissioner

POS #	TITLE
11612	Nursing Coordinator
11672	RN III
11734	RN III
18641	Nurse Specialist
41201	RN III
11724	RN II
16570	RN III
40135	RN II
TMPPT2059	RN II



State of New Hampshire

Charles M. Arlinghaus
Commissioner
(603) 271-3201

DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex — 28 School Street
Concord, New Hampshire 03301

Lorrie A. Rudis
Director
(603) 271-3261

Request for Rule Exception

NOTE: Submit this form to the Administrator, Bureau of Human Resources.

Date:	12/29/2020	Requestor Name and Title:	Laurie Spring, Assistant Administrator
Agency:	HHS-DCYF	Bureau:	Sununu Youth Services Center
Exception requested for DOP Rule #	Per 904.01 Request for Temporary Increase		

In the space below, write a justification for requesting an exception to the Rule listed above.

The Department of Health and Human Services, Division for Children, Youth and Families, Sununu Youth Services Center (SYSC) requests your approval to institute a temporary 15% base hourly wage enhancement to nursing staff currently paid under the Institutional N130 pay scale for recruitment and retention purposes. Funds are anticipated to be available in SFY 2022 and 2023. This enhancement will be effective upon Governor & Council approval or on January 15, 2021, whichever is later, through January 13, 2023 or a period of 24 months from the date of such approval, whichever is later.

The demand for nursing support at the state's juvenile secure treatment facility continues to exceed available staff resources. SYSC has continued to have extreme difficulty recruiting for nursing positions – see Table 1. SYSC has the following positions that require licensure as a registered nurse and those positions are being paid from the N130 pay scale. A 15% enhancement was proven to be an effective tool for addressing the nursing shortage for New Hampshire Hospital nurses. Table 1 shows the nursing vacancy rate at SYSC between March 2018 and September 2020 (see attached document).

There are currently three FTE Nurse vacancies at SYSC. The following positions are pending: Monday – Friday 7:00am -3:00pm; Monday – Thursday 2:30pm – 12:30am; and Friday – Sunday Baylor 7:00pm – 7:00am shifts. The vacancies have caused increased stress for all nursing positions within the facility, who are working overtime and needing to ensure coverage exists for 24/7 business operations, in addition to their regular hours. Not only is this cost prohibitive, but it also affects the quality of care provided by a dedicated group of committed medical care staff who work in an environment that can be stressful, unpredictable, and dangerous. Despite efforts to recruit new nurses at the facility, SYSC has been unable to fill all vacant nursing positions.

Registered nurses searching for jobs in Southern New Hampshire today will find numerous opportunities. In Table 2 below is a summary of the statewide Registered Nursing wages (see attached). As outlined, the annual mean wage is \$73,880.00. Table 3 below shows the nursing wages for nurses employed at SYSC. It is clear that the wage of SYSC employed nurses is far less than the wage of their counterparts employed by other healthcare employers. Recruitment is particularly difficult for evening and night shifts, due to the higher shift differentials paid in other settings, as well.

The below to be filled out by Division of Personnel:

DECISION:			
Decision Date:	Name:	Title:	Signature:
01/11/2021	Lorrie A Rudis	Director, Division of Personnel	Lorrie A Rudis

Glencliff - New



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

GLENCLIFF HOME

393 HIGH STREET, PO BOX 76, GLENCLIFF, NH 03238
603-989-3111 Fax: 603-989-3040
TDD Access: 1-800-735-2964
www.dhhs.nh.gov

Lori A. Shibinette
Commissioner

L. Todd Bickford
Administrator

August 31, 2022

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes, and in accordance with Per 904.01 of the Rules of the Department of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services (DHHS), Glencliff Home, to amend the prior enhancement as approved by Governor and Executive Council on June 16, 2021 (Item #28), by increasing the base hourly wage by an additional fifteen percent (15%) for a total enhancement of thirty percent (30%) for nursing staff currently paid under the Institutional Nurse (N130) pay scale for recruitment and retention purposes, effective upon Governor and Executive Council approval through June 30, 2023. 19.21% General Funds, 80.79% Other Funds.

EXPLANATION

Glencliff Home continues to experience an increasing amount of difficulty in filling and retaining nursing positions in the current labor market. Glencliff Home has positions that require licensure as a registered nurse and those positions are being paid from the Institutional Nurse Pay Scale (N130). A 15% enhancement to the Institutional Nurse (N130) pay scale was, first approved for a period of 24 months by Governor and Executive Council on June 16, 2021 item #28 and remains in effect currently for Glencliff Home nurses. In the past it has proven to be an effective tool for addressing the nursing shortage, with the vacancy rates remaining high for entry level Registered Nurses but insignificant for the more advanced positions. Since the enactment of the 15% enhancement, several local hospitals have increased their rates to attract additional nurse candidates. As a result, Glencliff Home lost the competitive advantage provided by the enhancement. In order for Glencliff Home to attract qualified licensed candidates and retain them, the Department requests this enhancement be increased until June 30, 2023.

Funds to support this enhancement are anticipated to be available in SFY 2023 upon the availability and continued appropriation of funds in the future operating budget.

05-095-091-910010-57100000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: GLENCLIFF HOME, GLENCLIFF HOME, PROFESSIONAL CARE

Fiscal Year	Class/Obj	Class Title	Amount Requested
SFY 2023	010-500100	Personal Services-Perm Class	\$266,666
SFY 2023	050-500109	Personal Services-Temp	\$74,409
		Total	\$341,075

Should Governor and Council not approve this request, Glenclyff Home would be unable to adequately recruit and retain staff negatively impacting patient care.

Area served: Glenclyff Home

Source of Funds: 19.21% General Funds, 80.79% Other Funds (provider fees).

In the event that other funds become no longer available, additional general funds will not be requested to support this request.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Lori A. Shibinette". The signature is fluid and cursive, with a large initial "L" and "S".

Lori A. Shibinette
Commissioner

Glenclyff - original

APR 23 '21 PM 3:52 RCUD

28 mac



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

GLENCLYFF HOME

Lori A. Shibleyette
Commissioner

L. Todd Bickford
Administrator

393 HIGH STREET, PO BOX 76, GLENCLYFF, NH 03238
603-989-3111 Fax: 603-989-3040
TDD Access: 1-800-735-2964
www.dhhs.nh.gov

April 23, 2021

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes, and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services (DHHS), Glenclyff Home (GH) to renew a fifteen percent (15%) base hourly wage enhancement to nursing staff currently paid under the Institutional Nurse (N130) pay scale for recruitment and retention purposes effective July 1, 2021 upon Governor and Executive Council approval through June 30, 2023. 19.21% General Funds, 80.79% Other Funds.

Funds to support this enhancement are anticipated to be available in SFY 2022 and SFY 2023 upon the availability and continued appropriation of funds in the future operating budget.

05-95-91-910010-5710, HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: GLENCLYFF HOME, GLENCLYFF HOME, PROFESSIONAL CARE

State FY	Class/Account	Class Title	Amount Requested
2022	010-500100	Personal Services - Perm Class	\$458,846
2023	010-500100	Personal Services - Perm Class	\$489,008
			\$947,854

EXPLANATION

Glenclyff Home (GH) continues to experience an increasing amount of difficulty in filling and retaining nursing positions in the current labor market, which is evidenced by the current vacancy rates in nursing positions (Table 1 below). Glenclyff Home has the following positions that require licensure as a registered nurse and those positions are being paid from the Institutional Nurse Pay Scale (N130). A 15% enhancement to the Institutional Nurse (N130) pay scale was first approved for a period of 24 months by Governor and Executive Council on August 2, 2017 item #9 with a retroactive effective date of July 1, 2017 and subsequently approved by Governor and Executive Council on June 5, 2019 item #16 with an effective date of July 1, 2019. The NH unemployment rate continues to be low, for January 2021, the adjusted rate was 3.6%. This indicates the economy is at full employment. Consequently,

employers, including GH, are pursuing "passive" candidates for vacant positions. Passive candidates are employees who are not actively seeking employment. To be successful in recruiting passive candidates and to retain current nurses, GH must be competitive with the other health care facilities in the State in regards to compensation. Here at GH, as of the end of April 2021, our vacancy rate for Nurses (Coordinators, RNs, LPNs) is 40% overall and on second shift it is at 78%. This does not include staff out on Workers Compensation or Family Medical Leave Act (FMLA), which would put the second shift vacancy rate to 88%. In the last year, GH had six nurses, 20% of our nurse positions, retire.

Table 1 below illustrates the trend and the sharp increase in the vacancy rate at GH.

Table 1

GH Nurse Positions						
State Title	LG	Positions	April 30 th 2021	July 1 st 2020	July 1st 2019	July 1st 2018
Registered Nurse I-III	19-23	17	6	7	6	3
Licensed Practical Nurse I-II	21	8	4	3	1	2
Nursing Coordinator (shift)	27	4	1	2	2	2
Nurse Coordinator (training)	27	1	1	0	0	0
Totals		30	12	12	9	7
Vacancy Rate			40.0%	40.0%	30.0%	23.3%

There are currently 12 nursing vacancies on the N130 pay scale at GH, as shown above. These vacancies have created an increase in use of Overtime (OT) for nursing staff. This increase in use of OT is despite efforts such as increasing the use of Medication Nursing Assistants (MNAs). MNAs are licensed nursing assistants who have completed additional training allowing them to administer medications under the supervision of an RN. With the nursing shortage, GH has provided in-house MNA courses since 2016 and plans to continue offering the classes in FY-22 and FY-23.

GH has had to continue to mandate OT, which is expensive and more troubling; it has the potential to negatively affect the quality of care provided by a group of dedicated nurses who already work in a stressful, demanding, and challenging environment. Additionally, there is the concern of "burning out" nurses who can find better compensated employment.

Due to the current staffing shortage of Nurses, GH has frozen admissions, has closed half a unit, and will fully close the 25 bed unit until the staffing levels improve. This will reduce the amount of revenue that GH receives by \$152,000 per month and compounds the ongoing Mental Health bed crises as GH is not taking people from New Hampshire Hospital, allowing beds to be available for people being held in Emergency Departments.

Many factors contribute to GH not being able to effectively compete in the nursing labor market. First and foremost, State salaries are not competitive with area employers. Table 2 below shows the salaries in the local labor markets compared to the State salary schedule N130. GH is significantly low in compensation for Registered Nurses, especially any nurse with experience (12-47%). While, GH appears comparable in compensation for new LPNs, LPNs are becoming scarcer as most Nursing

Educational institutions are no longer offering LPN programs. Additionally, to recruit "passive" LPN candidates, GH needs an increase to entice them to consider changing employment.

Nurses at New Hampshire Hospital (NHH), Veteran's Home, and Department of Corrections receive a 15% enhancement for the same reasons for which GH is making this request. This requested enhancement for GH would maintain equity among all State institutional nurses.

Table 2

Department of Employment Security			
New Hampshire Occupation Employment & Wages – 2020			
Versus GH Salaries			
	Entry	Mean	Experienced
Registered Nurse	RN I - Step 1	RN II - Step 4	RN III - Step 4
GH Wage	\$24.44	\$29.94	\$32.74
Laconia-Belmont	\$30.28	\$42.25	\$48.22
<i>Difference</i>	-23.9%	-41.12%	-47.28%
Plymouth Area	\$26.78	\$33.53	\$36.90
<i>Difference</i>	-9.6%	-12.0%	-12.7%
Dartmouth Hitchcock	\$30.02	\$34.22	\$39.83
<i>Difference</i>	-22.8%	-14.3%	-21.7%
State Wide	\$27.47	\$36.26	\$40.65
<i>Difference</i>	-12.4%	-21.11%	-24.2%
	Entry	Mean	Experienced
LPN	LPN I - Step 1	LPN II - Step 1	LPN II - Step 4
GH Wage	\$21.72	\$23.50	\$25.44
Laconia-Belmont	\$20.74	\$24.70	\$26.68
<i>Difference</i>	4.5%	-5.1%	-4.9%
State Wide	\$21.85	\$26.61	\$28.98
<i>Difference</i>	-0.6%	-13.2%	-13.9%
<i>LPN wages not available for Plymouth Area</i>			

Growing demand for healthcare services from an aging population, coupled with an aging nursing workforce has created a significant nursing shortage not only in New Hampshire but also

across the United States. The COVID-19 Pandemic has only exasperated the Nursing shortage across NH and the Nation as many nurses have retired due to the added stress, which will create even more competition among health care providers.

When using Medicare's Nursing Home Compare site, there are 22 other Nursing Homes listed in the vicinity of GH as well as three hospitals, including Dartmouth Hitchcock Medical Center. Additionally, GH has to overcome the stigma related to being a facility that specializes in providing services to people with mental illness. While GH is a Centers for Medicare and Medicaid Services (CMS) certified nursing facility, we serve only individuals that have a mental illness or developmental disability as well as the medical need for long term care. GH only accepts applicants that have been rejected by at least two other nursing facilities. When it comes to recruitment, many nurses are hesitant due to the perceived difficulty of the related mental health behaviors.

GH will continue our urgent recruitment efforts, such as advertising in local and Statewide newspapers, posting on the NH.gov website, placing advertisements in professional publications and websites, attending job fairs, and serving as a Plymouth State University nursing clinical site, and holding MNA classes.

If this request is not approved, the shortage of nurses will lead to more vacancies as nurses retire and continue to take positions at other health care facilities due to higher wages. As positions take longer to fill and more positions become vacant, the increased workload on existing employees will have a detrimental effect on the quality of care as well as increase the likelihood of more staff turnover and will result in the continued need to freeze admissions and having a reduced capacity.

Respectfully submitted,



Lori A. Shibinette
Commissioner

Caraway, Michelle

From: Rudis, Lorrie
Sent: Thursday, March 11, 2021 4:42 PM
To: Lincoln, Kevin
Cc: Bickford, Louis (Todd); MacKay, Kimberly
Subject: RE: 15% Enhancement - Glenclyff Home Nursing Staff

Greetings Kevin,

Your request is approved for an additional 24 months from July 1, 2021 through June 30, 2023. with the support of G&C.

All the best,

From: Lincoln, Kevin <Kevin.A.Lincoln@dhhs.nh.gov>
Sent: Thursday, March 11, 2021 9:05 AM
To: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>
Cc: Bickford, Louis (Todd) <Louis.T.Bickford@dhhs.nh.gov>; MacKay, Kimberly <Kimberly.M.MacKay@dhhs.nh.gov>
Subject: 15% Enhancement - Glenclyff Home Nursing Staff

Dear Director Rudis,

Glenclyff Home is requesting your support and approval to extend the 15% enhancement to the nursing staff on the N130 scale for an additional 24 months. The original approval was received by G&C for a 24 month period beginning July 1, 2017 and approved again by G&C for a 24 month period beginning July 1, 2019. The enhancement has helped with retaining nursing staff however filling vacant positions continues to be a challenge.

Please contact me should you have any questions.

Kevin A. Lincoln, CPM
Business Administrator III
Department of Health & Human Services – Glenclyff Home
PO Box 76
393 High St
Glenclyff, NH 03238

Direct – (603) 989-5219
Fax: (603) 989-3040

STATEMENT OF CONFIDENTIALITY: This message may contain information that is privileged and confidential and is intended for the exclusive use of the individual(s) to whom it is addressed. If you receive this message in error, please contact the sender immediately and delete this electronic message and any attachments from your system. Thank you for your cooperation.

Glenclyff Home - N130 Nursing Staff Position Numbers

14880
14841
14838
18256
14919
14922
14901
14912
14934
19024
42964
14584
14589
15758
30579
40346
42963
18253
14837
14865
16219
40338
TMPPT4601
TMPPT5833
TMPPT5834
TMPPT4602
TMPPT5383
TMPPT5835
TMPPT5836
14882
14899
18254
19652
30580
42966
14888
14905
42965
TMPPT4599
TMPPT4600

NHH - New



Lori A. Shibiante
Commissioner

Ellen M. Lapointe
Chief Executive Officer

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
NEW HAMPSHIRE HOSPITAL

36 CLINTON STREET, CONCORD, NH 03301
603-271-5300 1-800-852-3345 Ext. 5300
Fax: 603-271-5395 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

August 31, 2022

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services (DHHS), New Hampshire Hospital (NHH) to amend the prior enhancement, as approved by Governor and Executive Council on January 12, 2022 (Item #9), by increasing the base hourly wage for nursing staff currently paid under the Institutional Nurse (N130) pay scale for recruitment and retention purposes by an additional fifteen percent (15%) for a total enhancement of thirty percent (30%), effective upon Governor and Executive Council approval through June 30, 2023, with no change to the previously approved enhancement of 15% to be in effect from July 1, 2023, through January 12, 2024. 38% General Funds, 62% Other Funds (provider fees).

EXPLANATION

The demand for acute psychiatric services provided by New Hampshire Hospital (NHH) continues to exceed available staff resources. The acuity level of patients admitted to NHH has continued to rise due to a number of factors, which include increasing medical co-morbidities related to an aging general population and increasing level of dangerousness related to co-morbid use of illegal substances. NHH has continued to have extreme difficulty recruiting Nurses and Nurse Practitioners. NHH positions require licensure as a registered nurse and those positions are being paid from the Institutional Nurse Pay Scale (N130). A 15% enhancement to the Institutional Nurse pay scale was approved on January 12, 2022, item #9 and remains in effect currently for NHH nurses. In the past it has proven to be an effective tool for addressing the nursing shortage, with the vacancy rates remaining high for entry level Registered Nurses but insignificant for the more advanced positions. Since the enactment of the 15% enhancement, several local hospitals have increased their rates to attract additional nurse candidates. As a result, NHH lost the competitive advantage provided by the enhancement. In order for New Hampshire Hospital to attract qualified licensed candidates and retain them, the Department requests this enhancement.

The following funds are available in SFY 2023.

05-095-094-940010-87500000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIARIC SVCS

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 August 31, 2022

SFY 2023	010-500100	Personal Services-Perm Class	\$1,397,343
		Total	\$1,397,343

05-095-094-940010-60960000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, NH COMMUNITY RESIDENCE

SFY 2023	010-500100	Personal Services-Perm Class	\$27,467
		Total	\$27,467

05-095-094-940010-87500000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIARIC SVCS

SFY 2023	050-500109	Personal Services-Temp	\$550,865
		Total	\$550,865

05-095-094-940010-60960000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, NH COMMUNITY RESIDENCE

Fiscal Year	Class/Obj	Class Title	Amount Requested
SFY 2023	050-500109	Personal Services-Temp	\$10,539
		Total	\$10,539

Should Governor and Council not approve this request, New Hampshire Hospital would be unable to adequately recruit and retain staff negatively impacting patient care.

Area served: NHH Acute Psychiatric Facility and Philbrook Adult Transitional Housing location.

Source of funds: 38% General Funds, 62% Other Funds (provider fees).

In the event that other funds become no longer available, additional general funds will not be requested to support this request.

Respectfully submitted



Lori A. Shibinette
 Commissioner

NHH-original

9

mac



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
NEW HAMPSHIRE HOSPITAL

Lori A. Shibllette
Commissioner

Heather M. Moquin
Chief Executive Officer

36 CLINTON STREET, CONCORD, NH 03301
603-271-5300 1-800-852-3345 Ext. 5300
Fax: 603-271-5395 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

December 21, 2021

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services (DHHS), New Hampshire Hospital (NHH) to continue the fifteen percent (15%) base hourly wage enhancement for nursing staff currently paid under the Institutional Nurse (N130) pay scale for recruitment and retention purposes effective January 13, 2022 upon Governor and Executive Council approval through January 12, 2024. Source of Funds: 38% General Funds, 62% Other Funds (provider fees).

EXPLANATION

The demand for acute psychiatric services provided by New Hampshire Hospital (NHH) continues to exceed available staff resources. The acuity level of patients admitted to NHH has continued to rise due to a number of factors, which include increasing medical co-morbidities related to an aging general population and increasing level of dangerousness related to co-morbid use of illegal substances. NHH has continued to have extreme difficulty recruiting Nurses and Nurse Practitioners - see Table 1 & 2. New Hampshire Hospital (NHH) positions require licensure as a registered nurse and those positions are being paid from the Institutional Nurse Pay Scale (N130). A 15% enhancement to the Institutional Nurse pay scale was approved by Governor and Council on January 13, 2016 (Item #19A), continued with approval on November 22, 2017 (Item #16) and remains in effect currently with approval on December 18, 2019 (Item #27) for New Hampshire Hospital nurses. In the past, it has proven to be an effective tool for addressing the nursing shortage, with the vacancy rates remaining high for entry level RNs but insignificant for the more advanced positions as Table 1 shows. Since the enactment of the 15% enhancement, several local hospitals have increased their rates to attract additional nurse candidates. As a result, NHH lost the competitive advantage provided by the enhancement. In order for New Hampshire Hospital to attract desirable licensed candidates and retain them, the Department requests the enhancement be extended for an additional 24 months.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
December 21, 2021

Table 1

NHH Registered Nurse Positions		FULL TIME--CLS 010*					
		11/1/2019		11/1/2020		11/1/2021	
Classification	LG	Total Authorized Positions	Vacant	Total Authorized Positions	Vacant	Total Authorized Positions	Vacant
Lic. Practical Nurse	18	2	1	1	0	1	1
Registered Nurse I	19	4	0	7	0	5	0
Registered Nurse II	21	32	0	31	0	28	0
Registered Nurse III	23	57	15	75	33	79	40
Nurse Specialist	25	15	0	17	3	18	3
Nursing Coordinator	27	14	0	14	1	15	0
Nurse Practitioner APRN	28	4	0	6	0	6	1
Asst. Nurse Director	29	2	1	2	0	2	0
Nursing Director	34	1	0	1	0	1	0
	Total	131	17	154	37	155	45
		Vacancy Rate:	13%	Vacancy Rate:	28%	Vacancy Rate:	34%

*INCLUDES ONE FULL TIME POSITION PAID FROM CLS 050 AS THE POSITION HAS NOT CONVERTED FROM 8T TO 5-DIGIT PERM POSITION #

Table 2

NHH Registered Nurse Positions		PART TIME--CLS 050					
		11/1/2019		11/1/2020		11/1/2021	
Classification	LG	Total Authorized Positions	Vacant	Total Authorized Positions	Vacant	Total Authorized Positions	Vacant
Registered Nurse I	19	1	0	1	0	0	0
Registered Nurse II	21	5	0	6	0	8	0
Registered Nurse III	23	40	35	39	32	43	39
Nursing Coordinator	27	15	3	15	4	15	4
Nurse Practitioner APRN	28	1	0	1	1	1	1
	Total	62	38	62	37	67	44
		Vacancy Rate:	61%	Vacancy Rate:	60%	Vacancy Rate:	71%

Overall Vacancy Rate	28%	34%	40%
-----------------------------	------------	------------	------------

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 December 21, 2021

There are currently forty-five (45) full-time and forty-four (44) part-time nurse vacancies at New Hampshire Hospital. The vacancies have created increased stress for registered nurses who must regularly work mandatory overtime – in addition to their regular hours. This is expensive, and more troubling, it negatively affects the quality of care provided by a group of dedicated nurses who already work in a stressful, demanding and dangerous environment. The added stress related to working additional hours over a long period is taking its toll on the current workforce, whose average age is close to the national average of 50. Despite intensive efforts to recruit new nurses, NHH has been unable to fill all vacant nurse positions.

Funds are available in SFY 2022 and 2023 and anticipated to be available in SFY 2024.

05-95-94-940010-87500000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC SVCS

Fiscal Year	Class/Object	Class Title	Amount Requested
SFY 2022	010-500100	Personal Services - Perm Class	1,072,773.00
SFY 2023	010-500100	Personal Services - Perm Class	2,426,004.00
SFY 2024	010-500100	Personal Services - Perm Class	1,285,708.00
		TOTAL	4,784,485.00

05-95-094-940010-60960000 DEPARTMENT OF HEALTH AND HUMAN SERVICES, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, NH COMMUNITY RESIDENCE

Fiscal Year	Class/Object	Class Title	Amount Authorized
SFY 2022	010-500100	Personal Services - Perm Class	20,796.00
SFY 2023	010-500100	Personal Services - Perm Class	46,790.00
SFY 2024	010-500100	Personal Services - Perm Class	24,618.00
		TOTAL	92,204.00

05-95-94-940010-87500000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC SVCS

Fiscal Year	Class/Object	Class Title	Amount Requested
SFY 2022	050-500109	Personal Services - Temp	362,621.00
SFY 2023	050-500109	Personal Services - Temp	815,896.00
SFY 2024	050-500109	Personal Services - Temp	434,352.00
		TOTAL	1,612,869.00

05-95-094-940010-60960000 DEPARTMENT OF HEALTH AND HUMAN SERVICES, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, NH COMMUNITY RESIDENCE

Fiscal Year	Class/Object	Class Title	Amount Authorized
SFY 2022	050-500109	Personal Services - Temp	8,980.00
SFY 2023	050-500109	Personal Services - Temp	20,205.00
SFY 2024	050-500109	Personal Services - Temp	10,476.00
		TOTAL	39,661.00

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 December 21, 2021

Nursing Shortage:

Growing demand for healthcare services from an aging population, coupled with an aging nursing workforce, has created a significant nursing shortage in New Hampshire and across the United States. The American Association of Colleges of Nursing (AACN) notes that the combination of more people from the baby boomer generation living longer, the advancing age of registered nurses heading for retirement and fewer seats available in nursing school classrooms underlies the nursing shortage in the U.S. and that “employers must engage creative recruitment strategies to attract and retain qualified nurses, particularly registered nurses, where job growth is expected to rise by 12 percent from 2018 to 2028, according to the U.S. Bureau of Labor Statistics.” Older nurses who put off early retirement during the recent economic recession are now nearing their seventies and are more than ready to retire from their demanding job environments. Schools of nursing have been unable to train enough new nurses to keep pace with the growing shortage due to a lack of adequate faculty, facilities, and clinical placement sites.

Psychiatric Nursing will not fare well during this continuing crisis, because it is a specialty that is generally not preferred and one that is often feared, because of the stigma associated with mental illness. Psychiatric Nursing attracts less than 7% of nurses because it requires specialized knowledge, sophisticated communication ability, complex problem solving skills and tremendous self-confidence to work with people who are in crisis under stressful and hazardous conditions.

Competitive Market:

Registered nurses searching for jobs in southern New Hampshire today will find numerous opportunities. Other hospitals in the Concord area are offering basic compensation that is 21% to 26% higher for experienced nurses than pay scales afforded by the State classification system and some have hired nurse recruiters into full time positions. Hospitals are also offering sign-on bonuses and/or tuition assistance in an effort to fill and retain staffing. Such creative recruitment strategies are not available as enticements to work at NHH. As shown in Table 3, below, the state’s salary schedule is not competitive with Concord and statewide hospitals. Recruitment is particularly difficult for evening and night shifts, due to the higher shift differentials paid in other hospitals, as well.

Table 3

New Hampshire Employment Security: New Hampshire Occupational Employment & Wages - 2020
 Greater Concord Area, June 2020. <https://www.nhes.nh.gov/elmi/products/documents/wages-conc.pdf>
 Appendix A, Wage Schedule N130-Institutional Nurses and APRNs effective July 2, 2021

Registered Nurses SIC 29-1171	Entry Level	Mean	Experienced
Concord Area	\$40.91	\$55.34	\$62.56
Statewide	\$42.30	\$54.31	\$60.32
State Wage			
RN Specialist LG25 Step 1	\$31.72		
RN Coordinator LG27 Step 5		41.07	
RN APRN LG28 Step 8			\$49.27
State Wage vs Concord Market	77%	74%	79%

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
December 21, 2021


Should Governor and Council determine to deny this request, New Hampshire Hospital would be unable to adequately recruit and retain staff negatively impacting patient care.

Area served: NHH Acute Psychiatric Facility and Philbrook Adult Transitional Housing location.

Source of funds: 38% General Funds, 62% Other Funds (provider fees).

In the event that other funds become no longer available, additional general funds will not be requested to support this request.

Respectfully submitted



Lori A. Shibinette
Commissioner, DHHS

Ferland, Donna

From: Caristi, Joseph
Sent: Tuesday, December 21, 2021 8:11 AM
To: Ferland, Donna
Subject: FW: Nurses at HHS

Importance: High

From: Spring, Laurie <Laurie.J.Spring@dhhs.nh.gov>
Sent: Tuesday, December 21, 2021 8:01 AM
To: Caristi, Joseph <Joseph.T.Caristi@dhhs.nh.gov>; Moquin, Heather <Heather.M.Moquin@dhhs.nh.gov>
Cc: Weaver, Lori <Lori.A.Weaver@dhhs.nh.gov>
Subject: FW: Nurses at HHS
Importance: High

Please see below for DOP approval to extend the enhancement for NHH nurses.

Thank you,

Laurie Spring
Assistant Director
Bureau of Human Resource Management
Brown Building Room 164
603-271-9019

STATEMENT OF CONFIDENTIALITY: This message may contain information that is privileged and confidential and is intended for the exclusive use of the individual(s) to whom it is addressed. If you received this message in error, please contact the sender immediately and delete this electronic message and any attachments from your system. Thank you for your cooperation.

From: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>
Sent: Tuesday, December 21, 2021 7:59 AM
To: Spring, Laurie <Laurie.J.Spring@dhhs.nh.gov>
Subject: Nurses at HHS

The enhancement is approved for the nurses.

New Morganhill Hospital Proposed to Address Nursing Shortage Fiscal Impact of Base Rate Enhancement Nurses Pay Scale (N133) Effective January 1, 2022																			
FY 2022		13 Pay Periods 1/13/2022-6/30/2022 60 hours x 13 pp = 900 hours																	
# Posn	Title	LG	Step	Hourly Rate	Standard Salary	Standard Hazard Pay	Total Present Std Salary	Period Costs for # of Posns	Hourly Rate	Enhanced Pay Salary	Hazard Pay	Total Enhanced Salary	Enhanced \$ for # of Posns	Fund	App	Org	Clk	Hours/Wk	
1	Nursing Coordinator	27	8	46.77	44,853	430	45,378	45,378.00	56.12	53,879	480	54,359	54,359.01	010	094	8096	050	40	
													Difference						
													8,978.44						
FY 2023		17 Pay Periods 7/1/2022-6/30/2023 60 hours x 17 pp = 1,020 hrs annual																	
# Posn	Title	LG	Step	Hourly Rate	Annual Salary	Annual Hazard Pay	Total Present Annual Salary	Annual for # of Posns	Hourly Rate	Enhanced Pay Annual	Hazard Pay	Total Enhanced Annual Salary	Enhanced \$ for # of Posns	Fund	App	Org	Clk	Hours/Wk	
1	Nursing Coordinator	27	8	46.77	101,023	1,060	102,103	102,103.00	56.12	121,228	1,080	122,308	122,307.94	010	094	8096	050	40	
													Difference						
													21,204.64						
FY 2024		14 Pay Periods 7/1/2023-6/30/2024 60 hours x 14 pp = 1,120 hours																	
# Posn	Title	LG	Step	Hourly Rate	Salary	Hazard Pay	Total Present Annual Salary	Annual for # of Posns	Hourly Rate	Enhanced Pay Annual	Hazard Pay	Total Enhanced Annual Salary	Enhanced \$ for # of Posns	Fund	App	Org	Clk	Hours/Wk	
1	Nursing Coordinator	27	8	46.77	52,332	560	52,841	52,841.00	56.12	62,859	560	63,419	63,418.88	010	094	8096	050	40	
													Difference						
													10,577.88						
													TOTAL Enhanced Costs						
													31,068.96						

Full-Time Positions

POSITION #	EMPLOYEE TITLE
15848	NURSE SPECIALIST
44715	RN I-III
44719	RN II
BT3044	NURSING COORDINATOR
15708	RN I-III
15720	RN I-III BAYLOR WEEKDAY
15725	ASSISTANT NURSING DIRECTOR
15740	NURSING COORDINATOR
15747	RN III
15762	NURSE SPECIALIST
15784	RN I-III BAYLOR WEEKDAY
15788	NURSE SPECIALIST
15806	NURSING COORDINATOR- INFECTION CONTROL
15811	RN III
15814	RN I-III
15825	DIR OF NURSING
15833	RN I-III BAYLOR WEEKDAY
15838	RN III
15840	RN I-III
15847	NURSING COORDINATOR
15850	NURSE SPECIALIST
15852	RN III BAYLOR WEEKDAY
15855	NURSE SPECIALIST
15858	NURSING COORDINATOR
15860	RN I-III BAYLOR WEEKDAY
15870	RN II
15884	NURSING COORDINATOR
15888	RN III
15889	RN II
15895	NURSE PRACTITIONER (APRN)
15910	RN III INFECTION PREVENTION
15911	RN I-III BAYLOR WEEKDAY
15923	RN III BAYLOR WEEKDAY
15925	RN II BAYLOR WEEKDAY
15928	RN I-III BAYLOR WEEKDAY
15932	RN III
15941	NURSING COORDINATOR
15962	RN III
15964	ASSISTANT NURSING DIRECTOR
15968	RN I-III BAYLOR WEEKDAY
15982	NURSING COORDINATOR
15985	RN III
15989	RN III
15997	RN I-III BAYLOR WEEKDAY
16004	RN I BAYLOR WEEKDAY
16005	NURSING COORDINATOR
16007	RN III
16010	RN I
16016	RN I-III BAYLOR WEEKDAY
16019	NURSE SPECIALIST
16027	RN III BAYLOR WEEKEND
16038	RN III BAYLOR WEEKDAY
16041	RN II
16047	NURSE PRACTITIONER (APRN)
16058	RN II
16061	RN I-III
16068	RN III BAYLOR WEEKDAY
16069	NURSE SPECIALIST
16070	NURSING COORDINATOR
16074	RN II
16075	RN I-III BAYLOR WEEKDAY
16077	RN I-III BAYLOR WEEKDAY
16086	NURSING COORDINATOR
16102	NURSING COORDINATOR
16104	NURSING COORDINATOR
16119	RN III
16124	NURSE SPECIALIST
16137	RN III
16139	RN I-III BAYLOR WEEKDAY
16157	LNA I-III
16183	RN III BAYLOR WEEKDAY
16185	RN II BAYLOR WEEKDAY
16186	RN I-III BAYLOR WEEKDAY
16185	RN I-III BAYLOR WEEKDAY
16186	RN II
16189	RN I
16200	RN II
16208	RN III
16206	NURSE SPECIALIST
16206	RN III BAYLOR WEEKDAY
16211	LNA I-III

Full-Time Positions

POSITION #	EMPLOYEE TITLE
16215	RN I-III BAYLOR WEEKDAY
16218	RN I-III BAYLOR WEEKDAY
16237	RN I-III BAYLOR WEEKDAY
16241	RN I-III BAYLOR WEEKDAY
16252	RN III
16317	RN II BAYLOR WEEKDAY
16473	LNA I-III
16477	LNA I-III
16539	RN III BAYLOR WEEKEND
16558	RN II
16561	NURSING COORDINATOR
16567	NURSING COORDINATOR
16620	NURSE SPECIALIST
16629	NURSE PRACTITIONER (APRN)
16632	RN II
16633	LICENSED PRACTICAL NURSE II
16634	RN I-III BAYLOR WEEKDAY
19455	RN I-III BAYLOR WEEKDAY
30808	RN III BAYLOR WEEKDAY
30813	RN III BAYLOR WEEKDAY
30817	RN III
30820	RN I-III BAYLOR WEEKDAY
30827	RN III
30828	NURSE SPECIALIST
30834	RN III
30844	NURSE SPECIALIST
30845	RN III BAYLOR WEEKDAY
30847	RN I-III BAYLOR WEEKDAY
30858	RN II
30893	RN I-III BAYLOR WEEKDAY
30904	RN III
30907	RN II
30920	LNA I-III
30930	NURSE PRACTITIONER (APRN)
30937	RN III INFECTION PREVENTION
40383	RN I-III BAYLOR WEEKDAY
40407	RN I-III
40435	NURSE SPECIALIST
40438	NURSE SPECIALIST
40437	RN I-III
40438	RN II BAYLOR WEEKDAY
40439	RN II BAYLOR WEEKDAY
40441	RN III
40562	RN I-III BAYLOR WEEKDAY
44072	NURSE SPECIALIST
44073	NURSE SPECIALIST
44074	RN III BAYLOR WEEKDAY
44075	RN III
44078	RN III
44077	RN II
44078	RN II
44079	RN II
44080	RN III
44081	RN II
44082	RN III BAYLOR WEEKDAY
44497	RN I-III
44498	RN I BAYLOR WEEKDAY
44499	RN I-III BAYLOR WEEKDAY
44500	RN III
44518	RN I-III
44691	NURSE PRACTITIONER (APRN)
44711	RN II
44740	NURSE PRACTITIONER (APRN)
44745	RN II
44748	RN I
44749	RN I-III BAYLOR WEEKDAY
44751	RN I-III BAYLOR WEEKDAY
44753	RN I-III BAYLOR WEEKDAY
44755	RN II BAYLOR WEEKDAY
44757	RN I
44758	RN III
44781	RN III
44783	RN II
44784	RN I
44785	RN I-III BAYLOR WEEKDAY
44786	RN I-III BAYLOR WEEKDAY
44787	RN I-III BAYLOR WEEKDAY
44788	NURSE SPECIALIST
44789	NURSE SPECIALIST

Temporary Positions

POSITION #	EMPLOYEE TITLE
TMPPT4103	NURSE COORDINATOR
TMPPT4104	NURSE COORDINATOR
TMPPT4105	NURSE COORDINATOR
TMPPT4106	NURSE COORDINATOR
TMPPT4107	NURSE COORDINATOR
TMPPT4108	NURSE COORDINATOR
TMPPT4109	NURSE COORDINATOR
TMPPT4110	NURSE COORDINATOR
TMPPT4111	NURSE COORDINATOR
TMPPT4112	NURSE COORDINATOR
TMPPT4113	NURSE COORDINATOR
TMPPT4114	NURSE COORDINATOR
TMPPT4115	NURSE COORDINATOR
TMPPT4116	NURSE COORDINATOR
TMPPT4117	NURSE COORDINATOR
TMPPT5633	NURSE PRACTITIONER APRN
TMPPT4123	RN I
TMPPT4129	RN II
TMPPT4143	RN I
TMPPT4119	RN II
TMPPT4120	RN II
TMPPT4125	RN II
TMPPT4127	RN II
TMPPT4136	RN II
TMPPT4142	RN II
TMPPT4144	RN II
TMPPT4795	RN II
TMPPT4129	RN III
TMPPT4145	RN III
TMPPT4152	RN III
TMPPT4118	RN I-III
TMPPT4121	RN I-III
TMPPT4122	RN I-III
TMPPT4124	RN I-III
TMPPT4126	RN I-III
TMPPT4128	RN I-III
TMPPT4131	RN I-III
TMPPT4134	RN I-III
TMPPT4135	RN I-III
TMPPT4137	RN I-III
TMPPT4138	RN I-III
TMPPT4140	RN I-III
TMPPT4141	RN I-III
TMPPT4790	RN I-III
TMPPT4791	RN I-III
TMPPT4792	RN I-III
TMPPT4793	RN I-III
TMPPT4794	RN I-III
TMPPT4796	RN I-III
TMPPT4797	RN I-III
TMPPT4798	RN I-III
TMPPT4799	RN I-III
TMPPT4800	RN I-III
TMPPT4801	RN I-III
TMPPT4802	RN I-III
TMPPT4803	RN I-III
TMPPT4804	RN I-III
TMPPT4805	RN I-III
TMPPT4806	RN I-III
TMPPT4807	RN I-III
TMPPT4808	RN I-III
TMPPT4809	RN I-III
TMPPT4810	RN I-III
TMPPT4811	RN I-III
TMPPT4812	RN I-III
TMPPT4813	RN I-III
TMPPT4814	RN I-III

Youth counselors - new



Lori A. Shlbinette
Commissioner

Joseph E. Ribsam, Jr.
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

August 31, 2022

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services, Division for Children, Youth and Families, Sununu Youth Services Center (SYSC) to continue a temporary 18% base hourly wage enhancement to Youth Counselor Trainee and Youth Counselor I positions, a temporary 16% base hourly wage enhancement to Youth Counselor II positions, and a temporary 14% base hourly wage enhancement to the Youth Counselor III positions, paid under Wage Schedule – A130 for recruitment and retention purposes, originally approved by Governor and Executive Council on January 12, 2022 (Item #14), effective January 14, 2023, upon Governor and Council, through June 30, 2023. 100% General Funds.

Funds are available in the account below in SFY 2023.

05-95-042-421510-66430000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICES CENTER, SYSC HB2 91:327

Fiscal Year	Account/Class	Class Title	Job Number	Amount Requested
SFY 2023	010-500100	Personal Services - Perm Class	Various	\$ 311,923
			Sub-Total	\$ 311,923

05-95-042-421510-66430000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICES CENTER, SYSC HB2 91:327

Fiscal Year	Account/Class	Class Title	Job Number	Amount Requested
SFY 2023	050-500109	Personal Services - Part Time	Various	\$ 51,917
			Sub-Total	\$ 51,917
			Total	\$ 363,840

EXPLANATION

The purpose of this request is to continue the wage enhancement for Youth Councilors (YC) at the Sununu Youth Services Center (SYSC) through June 30, 2023. The current wage enhancement was originally approved January 12, 2022, by the Governor and Executive and expires January 14, 2023. The Department is making this request because the demand for Youth Counselors (YC) at the state's juvenile secure treatment facility continues to exceed available staff resources. SYSC provides an in-person service to committed and detained youth, and the option for YC staff to work remotely is not an option. The facility must be staffed in-person 24/7 in order to maintain the safety of the youth and the staff on duty. The YC position is responsible for the safety and security of the state's only secure youth treatment facility, where youth are committed or detained due to behaviors that pose a threat to the safety of the community. When staffing numbers are low, other staff are required to work overtime and/or units run without the required numbers of staff, which causes concern for the safety and security of all.

The vacancy rate for the YC position has been problematic for many years. For example the vacancy rate was 40.6% in January 2020 and 47.0% in September 2020. The rate artificially decreased to 25.5% in July 2021 due to unfunding vacant positions to meet SFY22/23 budget reductions. The current vacancy rate is approximately 51%. In terms of actual staff, SYSC has fewer YCs than any prior time and too few to adequately staff the minimum number of shifts to safely operate, resulting in DCYF offering overtime to other Division staff, typically with higher base salaries, on a regular basis in order to maintain safe operations.

Continuing the enhancement to the YC salary is necessary to attract applicants and retain its workforce. The vacancies have caused increased stress for all other YC and administrative positions within the facility, who are working overtime in addition to their regular hours to ensure coverage exists for 24/7 business operations. Not only is this cost prohibitive, but it also affects the quality of care provided in an environment that can be stressful, unpredictable, and dangerous. Despite efforts to recruit new YC's at the facility, SYSC has been unable to fill many vacant YC positions. The Department has utilized a contract with a private staffing organization to provide temporary staff to work as Youth Counselors at SYSC to help meet staffing needs. The contract was originally approved by Governor and Executive Council on December 22, 2021 (Item #20A), and amended on March 9, 2022 (Item #5A), and again on June 29, 2022 (Item #8).

Potential applicants searching for jobs in New Hampshire today will find numerous opportunities, with even entry level retail and delivery positions being advertised at comparable or greater wages, which is why it is critical to ensure the enhancement continues. The original item provided to the Governor and Executive Council for the January 12, 2022 (Item #14), meeting included a detailed wage analysis, which is attached to this item.

Should Governor and Executive Council determine to deny this request, SYSC would be unable to adequately recruit and retain YC staff, which would negatively impact the safety of juveniles and staff in the secure treatment facility.

Area served: Sununu Youth Services Center (SYSC)

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

Source of funds: 100% general funds

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lori A. Shibinette". The signature is written in a cursive style with a large, stylized initial "L".

Lori A. Shibinette
Commissioner

Youth Counselors - original

14
max



Lori A. Sbibloette
Commissioner

Joseph E. Ribsam, Jr.
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dbhs.nh.gov

December 21, 2021

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 99:8, Increases for Recruitment Purposes and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services, Division for Children, Youth and Families, Sununu Youth Services Center (SYSC) to institute a temporary 18% base hourly wage enhancement to Youth Counselor Trainee and Youth Counselor I positions, a temporary 16% base hourly wage enhancement to Youth Counselor II positions, and a temporary 14% base hourly wage enhancement to the Youth Counselor III positions currently paid under Wage Schedule - A130 for recruitment and retention purposes, effective upon Governor and Council approval or on January 14, 2022, whichever is later, through a period of 12 months from the date of such approval. 100% General Funds.

Funds are available in the account below in SFY 2022 and 2023, upon the availability and continued appropriation of funds in the future operating budget.

05-95-042-421510-66430000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICES CENTER, SYSC HB2 91:327

Fiscal Year	Account/Class	Class Title	Job Number	Amount Requested
SFY 2022	010-500100	Personal Services - Perm Class	Various	\$ 109,527
SFY 2023	010-500100	Personal Services - Perm Class	Various	\$ 168,753
			Sub-Total	\$ 278,280

The Department of Health and Human Services' Mission is to join communities and families in providing opportunities for citizens to achieve health and independence.

05-95-042-421510-66430000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICES CENTER, SYSC HB2 91:327

Fiscal Year	Account/Class	Class Title	Job Number	Amount Requested
SFY 2022	050-500109	Personal Services - Part Time	Various	\$ 3,522
SFY 2023	050-500109	Personal Services - Part Time	Various	\$ 19,664
			Sub-Total	\$ 23,186
			Total	\$ 301,466

EXPLANATION

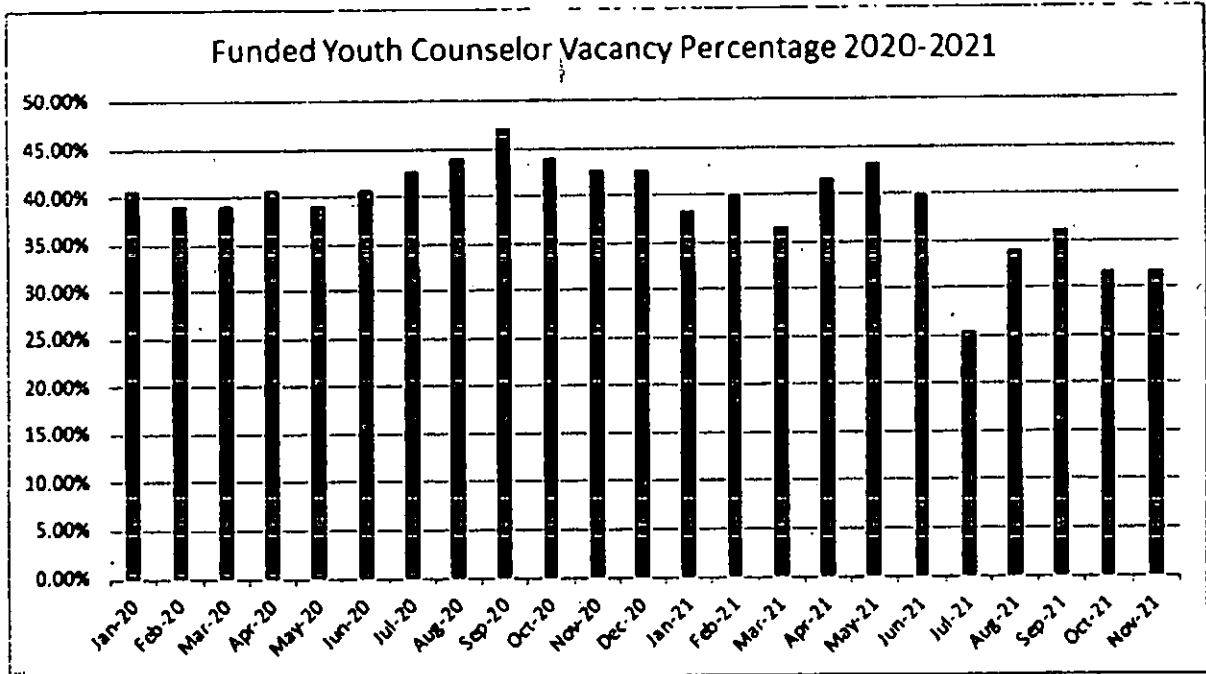
The demand for Youth Counselors (YC) at the state's juvenile secure treatment facility continues to exceed available staff resources. SYSC provides an in-person service to committed and detained youth, and the option for YC staff to work remotely is not an option. The facility must be staffed in-person 24/7 in order to maintain the safety of the youth and the staff on duty. The YC position is responsible for the safety and security of the state's only secure youth treatment facility, where youth are committed or detained due to behaviors that pose a threat to the safety of the community. When staffing numbers are low, other staff are required to work overtime and/or units run without the required numbers of staff, which causes concern for the safety and security of all.

The vacancy rate for the YC position has been problematic for many years. In January 2020, the vacancy rate was 40.6% and has remained fairly consistent since that time, rising as high as 47% in September 2020 and as low as 25.5% in July 2021, though the percentage improvement in July 2021 was based on a decision to unfund vacant positions to meet SFY22/23 budget reductions. In terms of actual staff, SYSC has fewer YCs than any prior time and too few to adequately staff the minimum number of shifts to safely operate, resulting in DCYF offering overtime to other Division staff, typically with higher base salaries, on a regular basis in order to maintain safe operations.

Table 1 below shows the YC vacancy rate at SYSC between January 2020 and November 2021. The table shows the number of vacant full time and part time positions that were funded and available to fill during the period of time outlined. At the present time, the vacancy rate for YC positions is 31.9%. The data shows relatively consistent YC vacancies preceding and throughout the pandemic, the apparent improvement in recent months reflects a reduction of funded vacant YC positions from 60 to 47 to meet budget reductions. In terms of actual staffed positions, there are seven fewer filled YCs positions in November 2021 than there were in November 2020. An enhancement to the YC salary is necessary to attract applicants and retain its workforce.

The vacancies have caused increased stress for all other YC and administrative positions within the facility, who are working overtime in addition to their regular hours to ensure coverage exists for 24/7 business operations. Not only is this cost prohibitive, but it also affects the quality of care provided in an environment that can be stressful, unpredictable, and dangerous. Despite efforts to recruit new YC's at the facility, SYSC has been unable to fill many vacant YC positions.

Table 1



There are currently 17 Full Time YC vacancies at SYSC. The 18%, 16%, and 14% enhancement would apply to all positions within the YC Trainee and I Classification, YC II Classification, and YC III Classification respectively.

The current salary of the YC position is outlined in Table 2 below. The Youth Counselor Trainee position requires an Associate's Degree or 60 credit hours and six months of experience working in organized group activities. Additional years of education and/or experience can be substituted accordingly.

Table 2

POSITION/TITLE	Salary
Youth Counselor Trainee	\$27,081.60 - \$36,566.40 \$13.02/hr - \$17.58/hr
Youth Counselor I	\$31,470.40 - \$42,848.00 \$15.13/hr - \$20.60/hr
Youth Counselor II	\$35,214.40 - \$48,380.80 \$16.93/hr - \$23.26/hr
Youth Counselor III	\$38,084.80 - \$52,520.00 \$18.31/hr - \$25.25/hr

Plus Direct Care \$.133/hr, 2nd Shift Differential \$.60/hr and rotating shift, & \$.75/hr 3rd shift differential and Weekend \$1.00/hr

Wage schedule – A-130, effective July 02, 2021

Competitive Market:

Potential applicants searching for jobs in New Hampshire today will find numerous opportunities, with even entry level retail and delivery positions being advertised at comparable or greater wages. In Table 3 below is the wage of the Mental Health Worker (MHW) at New Hampshire Hospital. Similar to the YC, the MHW is responsible for providing direct care services including admissions, searching for contraband, and monitoring and providing a safe environment. However, unlike the YC position, the minimum qualifications for a MHW Trainee is a high school diploma, or equivalent, and no experience. Also unlike the YC position, the MHW positions currently posted on NH.Gov offer a 20% salary enhancement – See Table 3.

Table 3

POSITION/TITLE	LG	Salary
Mental Health Worker Trainee	LG 7	\$27,081.60 - \$36,566.40 (\$32,497.92 - \$43,879.68 inc. 20% enhancement)
Mental Health Worker I	LG 9	\$29,182.40 - \$39,436.80 (\$35,018.88 - \$47,324.16 inc. 20% enhancement)
Mental Health Worker II	LG 11	\$31,470.40 - \$42,848.00 (\$37,764.48 - \$51,417.60 inc. 20% enhancement)

2nd shift differential \$.60/hr, 3rd shift differential \$.75/hr. Plus, Direct Care \$5.00 Per Week. Plus a 20% Enhancement of base pay.

Wage schedule – A-130, effective July 02, 2021

Source: NH.Gov 11/18/2021

Another similar position to the YC is the Corrections Officer Trainee (CO) position at the NH State Prison for Men – Concord. The salary range for this position is shown in Table 4 below. Like the YC position, the CO position is responsible for safety and security, including supervising operations of a housing unit and maintaining order. Unlike the YC position, the CO position requires only a High School Diploma, or equivalent, and no work experience.

Table 4

POSITION/TITLE	LG	Salary
Corrections Officer Trainee	LG 12	\$41,163.20 - \$56,243.20

Additional \$1560.00 paid for Hazard Duty.

Source: NH.Gov 11/18/2021

Should Governor and Council determine to deny this request, SYSC would be unable to adequately recruit and retain YC staff, which would negatively impact the safety of juveniles and staff in the secure treatment facility.

Area served: Sununu Youth Services Center (SYSC)

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 5 of 5

Source of funds: 100% general funds

If you need any further information regarding this request, please feel free to contact me at 271-9017. Thank you for your consideration

Respectfully submitted,



Lori A. Subinette
Commissioner

Position #	Title	Position #	Title
16654	YOUTH COUNSELOR III DRC	16647	YOUTH COUNSELOR III DRC
16651	YOUTH COUNSELOR III DRC	18600	YOUTH COUNSELOR III DRC
42099	YOUTH COUNSELOR II DRC	TMPPT1421	YOUTH COUNSELOR III DRC
30213	YOUTH COUNSELOR II DRC	11638	YOUTH COUNSELOR III DRC
30212	YOUTH COUNSELOR II DRC	11699	YOUTH COUNSELOR III DRC
30218	YOUTH COUNSELOR II DRC	11625	YOUTH COUNSELOR III DRC
40130	YOUTH COUNSELOR II DRC	11694	YOUTH COUNSELOR III DRC
11727	YOUTH COUNSELOR II DRC	19442	YOUTH COUNSELOR III DRC
11682	YOUTH COUNSELOR I DRC	11675	YOUTH COUNSELOR III DRC
11602	YOUTH COUNSELOR I DRC	11645	YOUTH COUNSELOR III DRC
11657	YOUTH COUNSELOR III DRC	11655	YOUTH COUNSELOR III DRC
30204	YOUTH COUNSELOR III DRC	11723	YOUTH COUNSELOR III DRC
11738	YOUTH COUNSELOR III DRC	18596	YOUTH COUNSELOR III DRC
11648	YOUTH COUNSELOR III DRC	11692	YOUTH COUNSELOR III DRC
30217	YOUTH COUNSELOR III DRC	11635	YOUTH COUNSELOR III DRC
11656	YOUTH COUNSELOR III DRC	11709	YOUTH COUNSELOR III DRC
TMPPT262	YOUTH COUNSELOR III DRC	11683	YOUTH COUNSELOR III DRC
11658	YOUTH COUNSELOR III DRC	30214	YOUTH COUNSELOR III DRC
11707	YOUTH COUNSELOR III DRC	11678	YOUTH COUNSELOR III DRC
11630	YOUTH COUNSELOR III DRC	11643	YOUTH COUNSELOR III DRC
11623	YOUTH COUNSELOR III DRC	11718	YOUTH COUNSELOR III DRC
11603	YOUTH COUNSELOR III DRC	30206	YOUTH COUNSELOR III DRC
30203	YOUTH COUNSELOR III DRC	16655	YOUTH COUNSELOR III DRC
11617	YOUTH COUNSELOR III DRC		

Caraway, Michelle

From: Spring, Laurie
Sent: Thursday, January 06, 2022 4:22 PM
To: Caraway, Michelle
Cc: Rudis, Lorrie; Calise, Mary; Lorden, Rebecca
Subject: FW: Per 904.01 Request for Temporary Increase-Youth Counselors

Laurie Spring
Assistant Director
Bureau of Human Resource Management
Brown Building Room 164
603-271-9019

STATEMENT OF CONFIDENTIALITY: This message may contain information that is privileged and confidential and is intended for the exclusive use of the individual(s) to whom it is addressed. If you received this message in error, please contact the sender immediately and delete this electronic message and any attachments from your system. Thank you for your cooperation.

From: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>
Sent: Thursday, January 6, 2022 3:35 PM
To: Spring, Laurie <Laurie.J.Spring@dhhs.nh.gov>
Subject: RE: Per 904.01 Request for Temporary Increase-Youth Counselors

This request for Youth Counselor Trainee-III enhancement is approved for 12 months ending on January 12, 2023. You have agreed to submit a reclassification for these positions during this period.

All the best,

From: Spring, Laurie <Laurie.J.Spring@dhhs.nh.gov>
Sent: Thursday, January 6, 2022 3:07 PM
To: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>
Subject: FW: Per 904.01 Request for Temporary Increase-Youth Counselors
Importance: High

Thank you,

Laurie Spring
Assistant Director
Bureau of Human Resource Management
Brown Building Room 164
603-271-9019

STATEMENT OF CONFIDENTIALITY: This message may contain information that is privileged and confidential and is intended for the exclusive use of the individual(s) to whom it is addressed. If you received this message in error, please contact the sender immediately and delete this electronic message and any attachments from your system. Thank you for your cooperation.

From: Spring, Laurie
Sent: Tuesday, December 7, 2021 2:29 PM
To: Rudis, Lorrie <Lorrie.A.Rudis@das.nh.gov>
Subject: Per 904.01 Request for Temporary Increase-Youth Counselors
Importance: High

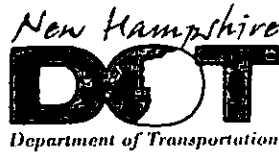
Good afternoon Lorrie,

Attached please find the final request for enhancement for Youth Counselor Trainee-III positions at Sununu Youth Services Center.

Thank you for your consideration,

Laurie Spring
Assistant Director
Bureau of Human Resource Management
Brown Building Room 164
603-271-9019

STATEMENT OF CONFIDENTIALITY: This message may contain information that is privileged and confidential and is intended for the exclusive use of the individual(s) to whom it is addressed. If you received this message in error, please contact the sender immediately and delete this electronic message and any attachments from your system. Thank you for your cooperation.



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Assistant Commissioner

Division of Operations
August 31, 2022

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

REQUESTED ACTION

Authorize the Department of Transportation, Division of Operations, to enter into MOA's with various State of New Hampshire agencies to provide personnel to assist with winter maintenance activities on assignment to the Department of Transportation to be effective upon Governor and Executive Council approval through June 30, 2023.

EXPLANATION

RSA 21-1:42, VI, as amended by SB 226 (Laws of 2022), authorizes DAS-DOP to develop programs for the recruitment and retention of qualified applicants in State service. Under the statute, DOP is required to obtain the approval of the Fiscal Committee prior to developing or implementing such programs. DAS-DOP has requested approval to establish a Winter Maintenance Employee Retention Program, pursuant to RSA 21-1:42, VI, under a separate item before the Fiscal Committee.

The Winter Maintenance Employee Retention Program is aimed at reducing the turnover of state employees that provide critical winter maintenance activities and to incentivize employees from other State agencies that hold Commercial Drivers Licenses (CDL's) to assist with winter maintenance. Over the last two years, the turnover rate, or loss of state employees, as well as the number of vacant positions across DOT winter maintenance, has increased dramatically. On March 20, 2020, NHDOT's department-wide vacancy rate for all positions was 10% with 164 vacant full-time positions. As of August 24, 2022, winter maintenance staffing is at a 25.66% vacancy rate with 176 positions vacant. While the overall vacancy rate is now over 25%, many individual sections and work units far exceed that rate. This level of position vacancies is considered a critical detriment to the ability to maintain levels of service during this upcoming winter season. Increased competition in the labor market is adding to the challenge to recruit and retain good candidates.

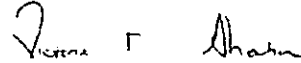
In order for the Department to staff winter maintenance sufficiently to meet safety and the needs of the travelling public, the Department is offering to qualified State employees in other State agencies, the opportunity to assist during the defined winter maintenance retention period. The MOA provides expectations of both agencies and the employees on assignment to facilitate the winter maintenance mission.

To assure the oversight of the Governor and Council of these Agreements, the Department will submit to the Governor and Council a report at the end of the winter maintenance season that will detail the agreements which were entered into during the previous winter season.

The sample MOA provided as an attachment has been reviewed and approved by the Attorney General's Office. The use of these agreements will allow the Department to leverage the needed personnel necessary to keep the State's transportation system operational and help meet the expectations of New Hampshire's travelers.

It is respectfully requested that this item be approved.

Sincerely,

A handwritten signature in black ink, appearing to read "Victoria F. Sheehan". The signature is written in a cursive style with a large initial "V".

Victoria F. Sheehan
Commissioner

Attachment (Sample Memorandum of Agreement)

DOT

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) is made by and between the State of New Hampshire Department of Transportation, hereinafter referred to as DOT, and the State of New Hampshire Department of "Sample" hereinafter referred to as DOSAMPLE

WHEREAS, on August 24, 2022, DOT winter maintenance staffing was at a 25.66% vacancy rate with 176 positions vacant and DOT has significant need for snow fighters possessing a commercial driver's license (CDL) and or other skills to help the Department meet the Snow and Ice Control Policy;

WHEREAS, DOSAMPLE has employees possessing a CDL and or other skills who may be capable and willing to be on call to report to DOT facilities, work for DOT supervisors, operating DOT trucks and equipment and work on a DOT winter maintenance assignment.

WHEREAS, DOT and DOSAMPLE agree it is in the State's best interest for DOSAMPLE to encourage their CDL holders to perform winter maintenance duties for the DOT.

Now, THEREFORE, in consideration of the above premises and in further consideration of the agreements herein set forth by and between the parties hereto, it is mutually agreed as follows by and between the parties hereto:

1. DOSAMPLE shall agree to encourage their employees possessing required skills and/or licenses to apply for a winter maintenance assignment with DOT. If an employee is selected by DOT, the employee must be available for call outs 24 hours a day and 7 days a week including holidays and during regularly scheduled work hours at DOSAMPLE. In recognition of their obligations to respond to winter maintenance call outs, DOSAMPLE will pay these employees any winter maintenance retention incentives developed by DAS-DOP. DOSAMPLE will keep track of the cost to compensate these employees including straight time, call back, overtime, holiday pay, mileage, and/or retention incentive and/or other costs accrued while working for DOT. DOSAMPLE will bill DOT for all appropriate costs for these employees.
2. DOT is responsible for:
 - o Providing DOSAMPLE with the list of winter maintenance assignments, locations and eligibility criteria;
 - o Reviewing applications from non-DOT candidates who wish to be considered for winter maintenance assignments not filled by DOT employees;
 - o Notifying DOSAMPLE if their employees have been approved to perform winter maintenance assignments;
 - o Reimbursing DOSAMPLE for any expenses incurred, including those associated with payment of the Winter Maintenance Retention Incentive and time worked by employees in support of the DOT's winter maintenance activities;
 - o Supervising employees while performing winter maintenance assignments and returning employee to DOSAMPLE if they are not following Division of Personnel (DOP), DOT, DOSAMPLE rules and policies or if they are not meeting minimum performance requirements as determined by DOT and

- Ensuring employees are adequately trained to perform winter maintenance duties and have reviewed and acknowledged all relevant policies.
3. Appointing Authorities or their Designee(s) at both DOT and DOSAMPLE are responsible for:
- Communicating to their employees the ability to support the DOT's winter maintenance activities and eligibility to be considered for assignment to these activities;
 - Working with DOP and DOT to determine job classifications and positions eligible for assignment to winter maintenance activities;
 - Collecting and submitting employee applications to the DOT Commissioner or Designee;
 - Communicating the determination of selection for assignment to the eligible employees in writing;
 - Informing DOSAMPLE agency payroll staff when employees have been selected by the DOT and when the Winter Maintenance Retention Incentive eligibility has been met and shall be paid;
 - Informing DOSAMPLE on the Friday immediately following the pay period of the dates and hours employees have worked for DOT including regular time, overtime, call back and mileage employees have earned;
 - Working with the Department of Administrative Services (DAS) Division of Accounting Services on coding Winter Maintenance Retention Incentives using the appropriate account in the State's payroll system;
 - Reviewing, in NH First, the calculation of any overtime paid during the pay period in which any Winter Maintenance Retention Incentive has been issued (pursuant to the FLSA's requirements for non-discretionary payments);
 - Reporting and requesting reimbursement from the DOT for the funds expended under this MOA;
 - Maintaining, in NH First, a copy of any approval of the award of any Winter Maintenance Retention Incentive for any eligible employee and
 - Winter maintenance individuals will remain employees of DOSAMPLE and will be covered by the DOSAMPLE Drug and Alcohol Program, as applicable, as well as workers compensation, health and other benefits.

This AGREEMENT, and all obligations of parties hereunder, shall become effective upon approval by Governor and Council and shall terminate June 30, 2023 or within 30 days notification from either DOT or DOSAMPLE.

STATE OF NEW HAMPSHIRE
 DEPARTMENT OF TRANSPORTATION
 By:

STATE OF NEW HAMPSHIRE
 DEPARTMENT OF SAMPLE
 By:

 DEPARTMENT OF TRANSPORTATION
 Victoria F. Sheehan, Commissioner

 DEPARTMENT OF SAMPLE
 , Commissioner