



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION

P.O. BOX 1806
CONCORD, NH 03302-1806

603-271-5610 FAX: 603-271-5639
TDD Access: 1-800-735-2964

28 Dr
William L. Wrenn
Commissioner

Bob Mullen
Director

December 11, 2013

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to the provisions of Chapter 144:56 Laws of 2013, the New Hampshire Department of Corrections respectfully requests permission to create a new expenditure class and to transfer \$85,120 within and among accounts listed on the attached detailed exhibit to reallocate appropriations and cover budget shortfalls effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2014. 100% General Funds.

Transfers are to occur from and within accounts listed on the attached detailed exhibits as follows:

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| 02-46-46-460010-71010000 Commissioner's Office | | | | |
|---|----------------------------------|-------------------------|------------------|------------------------|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | \$ 348,939 | \$ - | \$ 348,939 |
| 011-500102 | Personal Services - Unclassified | \$ 116,170 | \$ - | \$ 116,170 |
| 012-500128 | Personal Services - Unclassified | \$ 106,089 | \$ - | \$ 106,089 |
| 020-500200 | Current Expenses | \$ 17,149 | \$ - | \$ 17,149 |
| 022-500255 | Rents-Leases Other Than State | \$ 5,403 | \$ - | \$ 5,403 |
| 018-500106 | Overtime | \$ 4,973 | \$ - | \$ 4,973 |
| 019-500105 | Holiday Pay | \$ 271,188 | \$ - | \$ 271,188 |
| 030-500331 | Equipment New/Replacement | \$ 133,171 | \$ - | \$ 133,171 |
| 039-500188 | Telecommunications | \$ 33,346 | \$ (3,000) | \$ 30,346 |
| 060-500602 | Benefits | \$ 227,128 | \$ - | \$ 227,128 |
| 066-500546 | Employee Training | \$ 15,000 | \$ - | \$ 15,000 |
| 070-500704 | In-State Travel Reimbursement | \$ 3,815 | \$ - | \$ 3,815 |
| 080-500714 | Out of State Travel | \$ 500 | \$ - | \$ 500 |
| | Total | \$ 1,282,871 | \$ (3,000) | \$ 1,279,871 |
| | REVENUES | | | |
| | Total General Funds | \$ 1,282,871 | \$ (3,000) | \$ 1,279,871 |

| 02-46-46-460010-71700000 Parole Board | | | | |
|--|----------------------------------|-------------------------|------------------|------------------------|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | \$ 111,592 | \$ - | \$ 111,592 |
| 011-500102 | Personal Services - Unclassified | \$ 65,515 | \$ - | \$ 65,515 |
| 020-500200 | Current Expenses | \$ 13,198 | \$ - | \$ 13,198 |
| 022-500255 | Rents & Leases Other than State | \$ 2,199 | \$ - | \$ 2,199 |
| 026-500251 | Organizational Dues | \$ 450 | \$ - | \$ 450 |
| 030-500331 | Equipment New/Replacement | \$ 350 | \$ - | \$ 350 |
| 039-500188 | Telecommunications | \$ 7,892 | \$ (2,620) | \$ 5,272 |
| 050-500109 | Personal Service-Temp/Appointe | \$ 55,446 | \$ - | \$ 55,446 |
| 060-500602 | Benefits | \$ 94,011 | \$ - | \$ 94,011 |
| 068-500565 | Remuneration | \$ 800 | \$ - | \$ 800 |
| 070-500704 | In-State Travel Reimbursement | \$ 7,856 | \$ 3,000 | \$ 10,856 |
| | Total | \$ 359,309 | \$ 380 | \$ 359,689 |
| | REVENUES | | | |
| | Total General Funds | \$ 359,309 | \$ 380 | \$ 359,689 |

| 02-46-46-463010-71130000 NHSP/M - Administration | | | | |
|---|----------------------------------|-------------------------|------------------|------------------------|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | \$ 40,056 | \$ - | \$ 40,056 |
| 011-500102 | Personal Services - Unclassified | \$ 106,164 | \$ - | \$ 106,164 |
| 018-500106 | Overtime | \$ 319 | \$ - | \$ 319 |
| 020-500200 | Current Expenses | \$ 67,354 | \$ - | \$ 67,354 |
| 022-500255 | Rents & Leases Other than State | \$ 5,446 | \$ - | \$ 5,446 |
| 024-500225 | Maint Other Than Build-Grn | \$ 3,764 | \$ - | \$ 3,764 |
| 030-500331 | Equipment New/Replacement | \$ 19 | \$ - | \$ 19 |
| 039-500188 | Telecommunications | \$ 14,546 | \$ - | \$ 14,546 |
| 050-500109 | Personal Service-Temp/Appointe | \$ 30,613 | \$ - | \$ 30,613 |
| 060-500602 | Benefits | \$ 72,373 | \$ - | \$ 72,373 |
| 070-500704 | In-State Travel Reimbursement | \$ 5,142 | \$ 10,000 | \$ 15,142 |
| | Total | \$ 345,796 | \$ 10,000 | \$ 355,796 |
| | REVENUES | | | |
| | Total General Funds | \$ 345,796 | \$ 10,000 | \$ 355,796 |

| 02-46-46-463010-71200000 NHSP/M - Security | | | | |
|---|--------------------------------|-------------------------|------------------|------------------------|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | \$ 9,824,329 | \$ - | \$ 9,824,329 |
| 018-500106 | Overtime | \$ 2,834,370 | \$ - | \$ 2,834,370 |
| 019-500105 | Holiday Pay | \$ 447,450 | \$ - | \$ 447,450 |
| 020-500200 | Current Expenses | \$ 127,340 | \$ - | \$ 127,340 |
| 022-500255 | Rents-Leases Other Than State | \$ 8,848 | \$ - | \$ 8,848 |
| 024-500225 | Maint Other Than Build-Grn | \$ 3,712 | \$ - | \$ 3,712 |
| 030-500331 | Equipment New/Replacement | \$ 23,300 | \$ - | \$ 23,300 |
| 039-500188 | Telecommunications | \$ - | \$ 15,120 | \$ 15,120 |
| 050-500109 | Personal Service-Temp/Appointe | \$ 23,453 | \$ - | \$ 23,453 |
| 060-500602 | Benefits | \$ 7,634,120 | \$ - | \$ 7,634,120 |
| 068-500565 | Remuneration | \$ 391,498 | \$ - | \$ 391,498 |
| 070-500704 | In-State Travel Reimbursement | \$ 72,134 | \$ 5,000 | \$ 77,134 |
| 242-500787 | Transportation of Inmates | \$ 5,041 | \$ - | \$ 5,041 |
| | Total | \$ 21,395,595 | \$ 20,120 | \$ 21,415,715 |
| | REVENUES | | | |
| | Total General Funds | \$ 21,395,595 | \$ 20,120 | \$ 21,415,715 |

| 02-46-46-464010-83020000 District Offices | | | | |
|--|------------------------------------|-------------------------|------------------|------------------------|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | \$ 4,765,517 | \$ - | \$ 4,765,517 |
| 011-500102 | Personal Services - Unclassified | \$ 91,805 | \$ - | \$ 91,805 |
| 018-500106 | Overtime | \$ 2,239 | \$ - | \$ 2,239 |
| 019-500105 | Holiday Pay | \$ 597 | \$ - | \$ 597 |
| 020-500200 | Current Expenses | \$ 97,258 | \$ - | \$ 97,258 |
| 022-500255 | Rents & Leases Other than State | \$ 351,069 | \$ - | \$ 351,069 |
| 023-500291 | Heat-Electricity-Water | \$ 23,077 | | \$ 23,077 |
| 024-500225 | Maint Other Than Build-Grn | \$ 1,071 | \$ - | \$ 1,071 |
| 028-500292 | Transfers to General Services | \$ 16,738 | \$ - | \$ 16,738 |
| 030-500331 | Equipment New/Replacement | \$ 55,660 | \$ - | \$ 55,660 |
| 039-500188 | Telecommunications | \$ 88,947 | \$ - | \$ 88,947 |
| 047-500240 | Own Forces Maint Build-Grn | \$ 1,000 | \$ - | \$ 1,000 |
| 060-500602 | Benefits | \$ 2,994,704 | \$ - | \$ 2,994,704 |
| 068-500565 | Remuneration | \$ 1,500 | \$ - | \$ 1,500 |
| 070-500704 | In-State Travel Reimbursement | \$ 46,988 | \$ 22,500 | \$ 69,488 |
| 080-500714 | Out of State Travel | \$ 100 | \$ - | \$ 100 |
| 102-500731 | Contracts for Program Services | \$ 106,692 | \$ (30,000) | \$ 76,692 |
| 103-502664 | Contracts for Operational Services | \$ 13,193 | \$ - | \$ 13,193 |
| | Total | \$ 8,658,155 | \$ (7,500) | \$ 8,650,655 |
| | REVENUES | | | |
| | Total General Funds | \$ 8,658,155 | \$ (7,500) | \$ 8,650,655 |

| 02-46-46-464510-60430000 Community Corrections | | | | |
|---|----------------------------------|-------------------------|------------------|------------------------|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | \$ 766,414 | \$ - | \$ 766,414 |
| 011-500102 | Personal Services - Unclassified | \$ 90,606 | \$ - | \$ 90,606 |
| 020-500200 | Current Expenses | \$ 10,071 | \$ - | \$ 10,071 |
| 021-500211 | Food Institutions | \$ 161,925 | \$ - | \$ 161,925 |
| 039-500188 | Telecommunications | \$ 1,416 | \$ 5,000 | \$ 6,416 |
| 060-500602 | Benefits | \$ 491,991 | \$ - | \$ 491,991 |
| 068-500565 | Remuneration | \$ 3,035 | \$ - | \$ 3,035 |
| 070-500704 | In-State Travel Reimbursement | \$ 5,412 | \$ - | \$ 5,412 |
| | Total | \$ 1,530,870 | \$ 5,000 | \$ 1,535,870 |
| | REVENUES | | | |
| | Total General Funds | \$ 1,530,870 | \$ 5,000 | \$ 1,535,870 |

02-46-46-466010-71110000 NHSP/W - Prison for Women

| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
|------------|----------------------------------|-------------------------|------------------|------------------------|
| 010-500100 | Personal Services - Permanent | \$ 1,214,833 | \$ - | \$ 1,214,833 |
| 011-500102 | Personal Services - Unclassified | \$ 85,117 | \$ - | \$ 85,117 |
| 018-500106 | Overtime | \$ 153,853 | \$ - | \$ 153,853 |
| 019-500105 | Holiday Pay | \$ 42,815 | \$ - | \$ 42,815 |
| 020-500200 | Current Expenses | \$ 50,611 | \$ - | \$ 50,611 |
| 021-500211 | Food Institutions | \$ 122,489 | \$ - | \$ 122,489 |
| 022-500255 | Rents & Leases Other than State | \$ 237,764 | \$ - | \$ 237,764 |
| 023-500291 | Heat-Electricity-Water | \$ 218,400 | \$ - | \$ 218,400 |
| 024-500225 | Maint Other Than Build-Grn | \$ 10,392 | \$ - | \$ 10,392 |
| 030-500331 | Equipment New/Replacement | \$ 17,644 | \$ - | \$ 17,644 |
| 039-500188 | Telecommunications | \$ 8,784 | \$ - | \$ 8,784 |
| 047-500240 | Own Forces Maint Build-Grn | \$ 5,766 | \$ - | \$ 5,766 |
| 048-500226 | Contractual Maint Build-Grn | \$ 51,518 | \$ - | \$ 51,518 |
| 050-500109 | Personal Service-Temp/Appointe | \$ 32,298 | \$ - | \$ 32,298 |
| 060-500602 | Benefits | \$ 842,014 | \$ - | \$ 842,014 |
| 068-500565 | Remuneration | \$ 63,699 | \$ - | \$ 63,699 |
| 070-500704 | In-State Travel Reimbursement | \$ 5,375 | \$ - | \$ 5,375 |
| 102-500731 | Contracts for Program Services | \$ 547,500 | \$ (30,000) | \$ 517,500 |
| | Total | \$ 3,710,872 | \$ (30,000) | \$ 3,680,872 |
| | REVENUES | | | |
| | Total General Funds | \$ 3,710,872 | \$ (30,000) | \$ 3,680,872 |

| 02-46-46-468010-8250000 Berlin Prison (NCF) | | | | |
|--|----------------------------------|-------------------------|------------------|------------------------|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | \$ 5,555,835 | \$ - | \$ 5,555,835 |
| 011-500102 | Personal Services - Unclassified | \$ 95,501 | \$ - | \$ 95,501 |
| 018-500106 | Overtime | \$ 655,256 | \$ - | \$ 655,256 |
| 019-500105 | Holiday Pay | \$ 187,356 | \$ - | \$ 187,356 |
| 020-500200 | Current Expenses | \$ 292,493 | \$ - | \$ 292,493 |
| 021-500211 | Food Institutions | \$ 634,833 | \$ - | \$ 634,833 |
| 022-500255 | Rents & Leases Other than State | \$ 8,939 | \$ - | \$ 8,939 |
| 023-500291 | Heat-Electricity-Water | \$ 1,102,269 | \$ - | \$ 1,102,269 |
| 024-500225 | Maint Other Than Build-Grn | \$ 5,735 | \$ - | \$ 5,735 |
| 030-500331 | Equipment New/Replacement | \$ 61,324 | \$ - | \$ 61,324 |
| 039-500188 | Telecommunications | \$ 68,888 | \$ (19,500) | \$ 49,388 |
| 047-500240 | Own Forces Maint Build-Grn | \$ 57,327 | \$ - | \$ 57,327 |
| 048-500226 | Contractual Maint Build-Grn | \$ 241,307 | \$ - | \$ 241,307 |
| 050-500109 | Personal Service-Temp/Appointe | \$ 32,549 | \$ - | \$ 32,549 |
| 060-500602 | Benefits | \$ 4,010,440 | \$ - | \$ 4,010,440 |
| 068-500565 | Remuneration | \$ 186,526 | \$ - | \$ 186,526 |
| 070-500704 | In-State Travel Reimbursement | \$ 48,888 | \$ 19,500 | \$ 68,388 |
| | Total | \$ 13,245,466 | \$ - | \$ 13,245,466 |
| | REVENUES | | | |
| | Total General Funds | \$ 13,245,466 | \$ - | \$ 13,245,466 |

| 02-46-46-469010-82320000 Programs | | | | |
|--|---------------------------------|-------------------------|------------------|------------------------|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | \$ 3,511,450 | \$ - | \$ 3,511,450 |
| 018-500106 | Overtime | \$ 497 | \$ - | \$ 497 |
| 019-500105 | Holiday Pay | \$ 2,759 | \$ - | \$ 2,759 |
| 020-500200 | Current Expenses | \$ 10,514 | \$ - | \$ 10,514 |
| 022-500255 | Rents & Leases Other than State | \$ 1,958 | \$ - | \$ 1,958 |
| 030-500331 | Equipment New/Replacement | \$ 6,765 | \$ - | \$ 6,765 |
| 039-500188 | Telecommunications | \$ 1,280 | \$ 5,000 | \$ 6,280 |
| 050-500109 | Personal Service-Temp/Appointe | \$ 14,145 | \$ - | \$ 14,145 |
| 060-500602 | Benefits | \$ 2,011,929 | \$ - | \$ 2,011,929 |
| 070-500704 | In-State Travel Reimbursement | \$ 1,116 | \$ - | \$ 1,116 |
| 102-500731 | Contract for Program Services | \$ 9,479 | \$ - | \$ 9,479 |
| | Total | \$ 5,571,892 | \$ 5,000 | \$ 5,576,892 |
| | REVENUES | | | |
| | Total General Funds | \$ 5,571,892 | \$ 5,000 | \$ 5,576,892 |

EXPLANATION

The Department requests to create a new expenditure class and to transfer \$25,120 of appropriated funds within and among accounts in Class 039 Telecommunications to match appropriations to expenditures. This transfer will allow for the correct allocation of a monthly per computer data line charge. The charges had been included in the state automated monthly telephone charge. The Department now receives a separate paper invoice for the computer data lines which gives us the ability to expense this cost to the account each computer is assigned to.

The Department also requests to transfer \$60,000 of appropriated funds from Class 102 Contracts for Program Services to Class 70 In-State Travel Reimbursement in order to match appropriations to expenditures.

During the Governor phase of the SFY 2014 – 2015 Budget, the Department was directed to reduce appropriations in Class 070 by \$150,000. The Department has found that the reduction was too great and current appropriations will not be sufficient to fuel, maintain and repair the Departmental fleet of 70 vehicles; and also to pay travel reimbursements to staff.

Savings have been realized in expenditure Class 102 Contracts for Program Services within the accounting units 7111 State Prison for Women and 8302 District Offices. In accounting unit 7111 State Prison for Women, fewer female inmates have been housed at the Strafford County House of Correction to date than was budgeted. In accounting unit 8302 District Offices, both the cost of courier services and home monitoring services have been less to date than what was budgeted. The above projected savings total \$60,000.

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

- A. Does transfer involve continuing program or one-time projects?
These transfers involve continuing programs.
- B. Is this transfer required to maintain existing program level or will it increase the program level?
All transfers listed will be used to maintain existing program levels.
- C. Cite any requirements that make this program mandatory.
The requested action to transfer appropriations to Class 070 In-State Travel Reimbursement is required to maintain institutional security by providing additional funds in order to maintain the Departmental fleet.
- D. Identify the source of the funds on all accounts listed on this transfer.
All accounts listed are 100% General Funds.
- E. Will there be any effect on revenue if this transfer is approved or disapproved?
There will not be any effect on revenue.

F. Are funds expected to lapse if this transfer is not approved?

If the requested action to transfer appropriations within and among accounts for Class 039 Telecommunications is not approved, general funds will not lapse.

If the requested action to transfer appropriations to Class 070 In-State Travel Reimbursement is not approved, general funds will lapse at the end of the fiscal year. However, if this transfer is not approved, the Department will close SFY 2014 with a negative balance in many In-State Travel Reimbursement class lines as expenditures are necessary in order to maintain the Departmental fleet and to reimburse travel expenses to staff.

G. Are personnel services involved?

No.

Respectfully Submitted,



William L. Wrenn
Commissioner

1 provider assessments.

2 (b) Evaluating state provider assessment programs in other states to obtain knowledge
3 of various approaches utilized in other states.

4 (c) Increasing the predictability of future annual Medicaid enhancement tax revenues,
5 taking into consideration the Medicaid enhancement tax revenue trends of recent years.

6 (d) Simplifying the Medicaid enhancement tax liability calculation.

7 (e) Obtaining input on how the Medicaid enhancement tax statute should be amended to
8 ensure accurate and consistent application of state and federal requirements.

9 V. The members of the commission shall elect a chairperson from among the legislative
10 members. The first meeting of the commission shall be called by the first-named house member.
11 The first meeting of the commission shall be held within 45 days of the effective date of this section.
12 Six members of the commission shall constitute a quorum.

13 VI. The commission shall report its findings and any recommendations for proposed
14 legislation to the speaker of the house of representatives, the president of the senate, the house
15 clerk, the senate clerk, the governor, and the state library on or before November 1, 2013.

16 144:54 Repeal. RSA 84-A:13, relative to the Medicaid enhancement tax study commission, is
17 repealed.

18 144:55 Department of Corrections; Authority to Fill Unfunded Positions. Notwithstanding any
19 provision of law to the contrary, the commissioner of corrections may fill unfunded positions during
20 the biennium ending June 30, 2015, provided that the total expenditure for such positions shall not
21 exceed the amount appropriated for personal services, permanent, and personal services,
22 unclassified.

23 144:56 Department of Corrections; Transfers. Notwithstanding any provision of law to the
24 contrary, and subject to approval of the fiscal committee of the general court and governor and
25 council, for the biennium ending June 30, 2015, the commissioner of the department of corrections is
26 authorized to transfer funds within and among all accounting units within the department and to
27 create accounting units and expenditure classes as required and as the commissioner deems
28 necessary and appropriate to address present or projected budget deficits, or to respond to changes in
29 federal law, regulations, or programs, and otherwise as necessary for the efficient management of
30 the department.

31 144:57 Child Protection Act; Liability of Expenses. Amend RSA 169-C:27, I(f) to read as follows:

32 (f) ~~[Neither]~~ *Notwithstanding any provision of law to the contrary*, the department
33 ~~[nor the judicial council]~~ shall have ~~[authority]~~ *no responsibility* for the payment of the cost of
34 assigned counsel for any party under this chapter.

35 144:58 Adequate Representation Costs. Amend RSA 604-A:1-a to read as follows:

36 604-A:1-a Neglected or Abused Children. In cases involving a neglected or abused child, when a

