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STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION

Helen E. Hanks
Commissioner

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Robin H. Maddaus
Director

April 2, 2018

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

REQUESTED ACTION

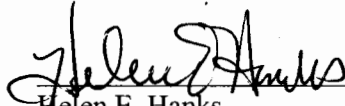
Pursuant to the provisions of Administrative Rule 316.13 a (5), the Department of Corrections requests authorization to pay overtime in the amount of \$4,424,391 for permanent personnel from Class 10 *Personal Services Permanent* appropriations and \$36,298 for permanent personnel classes from Class 11 *Personal Services Unclassified* appropriations for positions that are vacant due to illness, extended leaves of absence or pending recruitment. The \$4,460,689 represents actual expenditures for the first twenty pay periods and additional estimated expenditures. Effective upon Governor and Council approval through June 30, 2018. 100% General Funds

EXPLANATION

The requested overtime expenditures from Class 10 *Personal Services Permanent* and Class 11 *Personal Services Unclassified* represents payments made to permanent personnel for overtime hours worked to provide correctional supervision and security for residents and to ensure public safety at the Department's facilities during critical vacancies due to sickness, extended leaves of absence or pending recruitments.

The request is made in accordance with applicable law. Forms A-29 are attached to support this request.

Respectfully Submitted,


Helen E. Hanks
Commissioner

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
NH State Prison for Men

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
109	\$ 1,290,932	\$ -

Estimated Vacant Positions: Number
109

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Corrections Captain (LG 23)	2	\$ 127,545
Corrections Corporal (LG 16)	15	\$ 734,392
Corrections Lieutenant (LG 21)	4	\$ 246,102
Corrections Officer (LG 14)	66	\$ 3,001,286
Corrections Officer Trainee (LG 12)	9	\$ 340,024
Corrections Sergeant (LG 18)	11	\$ 607,298
Corrections Unit Manager	2	\$ 149,656
Total:		\$ 5,206,303

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

From:	To:	Amount
10-046-463510-33720000-010-500100	10-046-463510-33720000-018-500106	\$ 1,290,932

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.

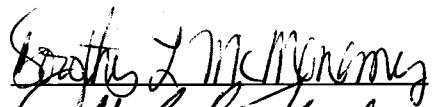
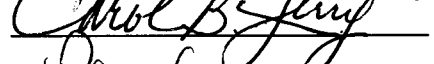



 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor 
 Director of Personnel 
 Comptroller 

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Northern NH Correctional Fclty

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
47	\$ 624,680	\$ -

Estimated Vacant Positions: Number
47

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Corrections Corporal (LG 16)	4	\$ 201,866
Corrections Officer (LG 14)	38	\$ 1,726,321
Corrections Officer Trainee (LG 12)	4	\$ 153,077
Corrections Sergeant (LG 18)	1	\$ 58,282
		Total: \$ 2,139,546

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer expenditures as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-463510-33730000-010-500100	10-046-463510-33730000-018-500106	\$ 624,680

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

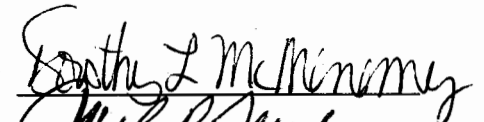
Approval Requires:

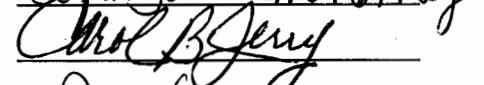
Governor and Council _____


Business Supervisor

Director of Personnel

Comptroller







Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
New Hampshire Correctional Facility/Women

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
25	\$ 428,859	\$ -

Number

Estimated Vacant Positions: 25

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Corrections Corporal (LG 16)	1	\$ 54,558
Corrections Lieutenant (LG 21)	1	\$ 51,626
Corrections Officer (LG 14)	20	\$ 788,977
Corrections Officer Trainee (LG 12)	1	\$ 38,803
Corrections Sergeant (LG 18)	2	\$ 112,944
		Total: \$ 1,046,908

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer expenditures as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-463510-33740000-010-500100	10-046-463510-33740000-018-500106	\$ 100,145
10-046-463510-33740000-010-500100	10-046-463510-33720000-018-500106	\$ 328,714

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

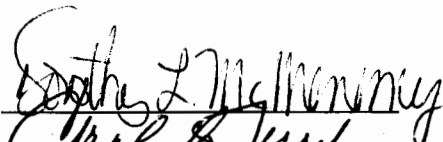
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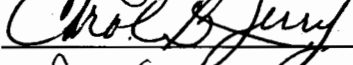
Governor and Council _____

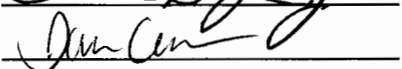
Business Supervisor

Director of Personnel

Comptroller







Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Concord Transitional Work Ctr

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
6	\$ 23,924	\$ -

Number

Estimated Vacant Positions: 6

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Corrections Officer (LG 14)	5	\$ 227,054
Corrections Sergeant (LG 18)	1	\$ 56,888
		Total: \$ 283,942

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer expenditures as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-464510-41060000-010-500100	10-046-464510-41060000-018-500106	\$ 23,924

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.

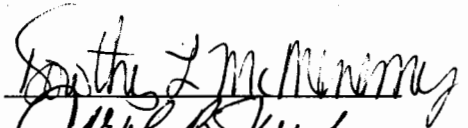
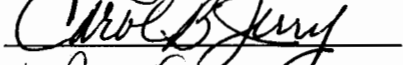
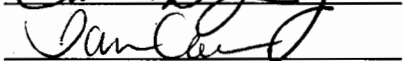


 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor 
 Director of Personnel 
 Comptroller 

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Secure Psychiatric Unit

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
16	\$ 286,222	\$ -

Number

Estimated Vacant Positions: 16

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Clinical Mental Health Counselor (LG 23)	1	\$ 55,272
Corrections Corporal (LG 16)	1	\$ 51,938
Corrections Officer (LG 14)	8	\$ 350,305
Recreational Therapist II (LG 21)	1	\$ 43,202
RN II (LG 21)	1	\$ 80,579
RN III (LG 23)	2	\$ 144,165
Senior Psychiatric Social Worker (LG 26)	2	\$ 134,909
		Total: \$ 860,370

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-465010-58330000-010-500100	10-046-465010-58330000-018-500106	\$ 186,518
10-046-465010-58330000-010-500100	10-046-463510-33720000-018-500106	\$ 99,704

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

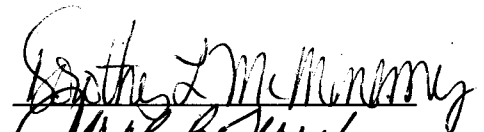
Approval Requires:


Governor and Council _____


Business Supervisor

Director of Personnel

Comptroller







Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Community Corrections

Estimated Overtime		
# Positions	Regular Time	Time & One-Half
3	\$ 59,587	\$ -

Estimated Vacant Positions: Number
3

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Corrections Counselor/Case Manager (LG 20)	3	\$ 180,793
		Total: \$ 180,793

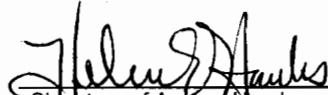
Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-464510-60430000-010-500100	10-046-463510-33720000-018-500106	\$ 59,587

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

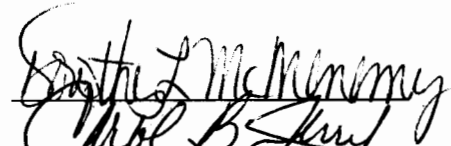
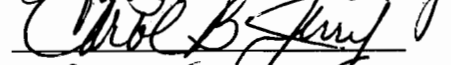

Approval Requires:

Governor and Council _____

Business Supervisor

Director of Personnel

Comptroller

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Maintenance

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
5	\$ 106,866	\$ -

Estimated Vacant Positions: Number
5

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Building Maintenance Supervisor (LG 15)	1	\$ 40,357
Electronic Technician II (LG 20)	1	\$ 58,781
Maintenance Technician (LG 21)	3	\$ 123,384
Total:		\$ 222,522

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-465510-66320000-010-500100	10-046-465510-66320000-018-500106	\$ 68,920
10-046-465510-66320000-010-500100	10-046-463510-33720000-018-500106	\$ 37,946

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.

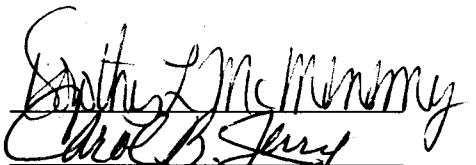




 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor 
 Director of Personnel 
 Comptroller 

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Laundry

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
1	\$ 7,825	\$ -

Number

Estimated Vacant Positions: 1

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Laundry Managet II (LG 15)	1	\$ 15,649
		Total: \$ 15,649

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-465510-66330000-010-500100	10-046-465510-66330000-018-500106	\$ 7,825

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.


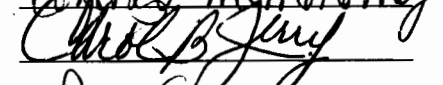



 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor 
 Director of Personnel 
 Comptroller 

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Kitchen

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
11	\$ 134,174	\$ -

Number

Estimated Vacant Positions: 11

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Chef II (LG 14)	9	\$ 341,761
Supervisor I (LG 19)	2	\$ 104,784
		Total: \$ 446,545

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-465510-66340000-010-500100	10-046-465510-66340000-018-500106	\$ 120,823
10-046-465510-66340000-010-500100	10-046-463510-33720000-018-500106	\$ 13,351

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

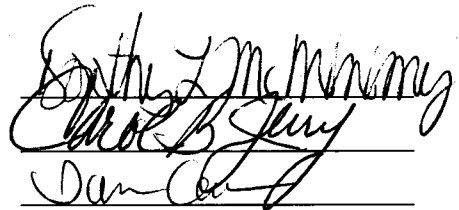
Approval Requires:

Governor and Council _____

Business Supervisor

Director of Personnel

Comptroller



Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
North End-Transitional Housing

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
1	\$ 5,976	\$ -

Number

Estimated Vacant Positions: 1

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Corrections Officer (LG 14)	1	\$ 51,938
		Total: \$ 51,938

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-464510-71070000-010-500100	10-046-464510-71070000-018-500106	\$ 5,976

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.

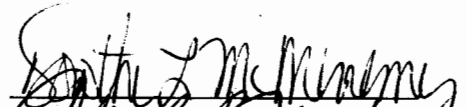

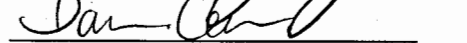


 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor 
 Director of Personnel 
 Comptroller 

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Calumet-Transitional Housing

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
2	\$ 5,834	\$ -

Number

Estimated Vacant Positions: 2

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Corrections Officer (LG 14)	2	\$ 103,876
		Total: \$ 103,876

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-464510-78740000-010-500100	10-046-464510-78740000-018-500106	\$ 5,834

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

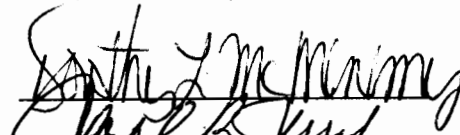
Approval Requires:

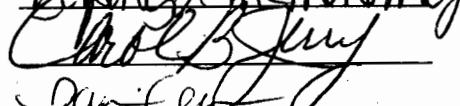
Governor and Council _____


Business Supervisor

Director of Personnel

Comptroller







Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Mental Health

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
7	\$ 187,311	\$ -

Number

Estimated Vacant Positions: 7

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Corrections Counselor/Case Manager (LG 20)	1	\$ 42,744
Clinical Mental Health Counselor (LG 23)	4	\$ 234,167
Psychiatric Social Worker (LG 23)	2	\$ 120,314
		Total: \$ 397,225

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-465010-82310000-010-500100	10-046-465010-82310000-018-500106	\$ 1,266
10-046-465010-82310000-010-500100	10-046-463510-33720000-018-500106	\$ 186,045

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

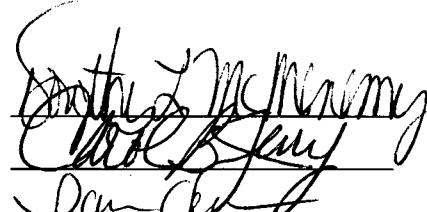
Approval Requires:

Governor and Council _____

Business Supervisor

Director of Personnel

Comptroller



Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Programs

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
20	\$ 444,464	\$ -

Number
Estimated Vacant Positions: 20

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Corrections Counselor/Case Manager (LG 20)	11	\$ 557,108
Media Generalist I (LG 17)	1	\$ 48,623
Teacher II (LG 20)	2	\$ 110,642
Teacher III (LG 22)	3	\$ 177,204
TI College/Associate Professor (LG 22)	2	\$ 116,206
TI College Professor (LG 25)	1	\$ 65,790
Total:		\$ 1,075,573

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-469010-82320000-010-500100	10-046-469010-82320000-018-500106	\$ 1,410
10-046-469010-82320000-010-500100	10-046-463510-33720000-018-500106	\$ 443,054

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization



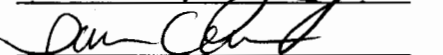
Approval Requires:

Governor and Council _____

Business Supervisor

Director of Personnel

Comptroller

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Medical-Dental

Estimated Overtime		
# Positions	Regular Time	Time & One-Half
16	\$ 432,186	\$ -

Estimated Vacant Positions: Number
16

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Nurse Practitioner (LG 28)	4	\$ 293,196
RN II (LG 21)	7	\$ 544,938
RN III (LG 23)	5	\$ 230,602
		Total: \$ 1,068,736

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-465010-82340000-010-500100	10-046-465010-82340000-018-500106	\$ 125,290
10-046-465010-82340000-010-500100	10-046-463510-33720000-018-500106	\$ 306,896

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.

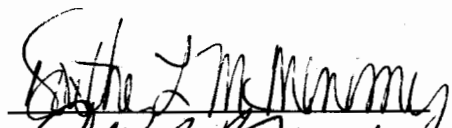
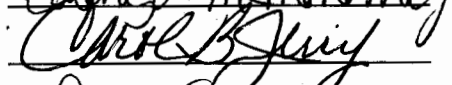



 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor 
 Director of Personnel 
 Comptroller 

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Residential Treatment Program

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
11	\$ 139,084	\$ -

Number

Estimated Vacant Positions: 11

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Clinical Mental Health Counselor (LG 23)	2	\$ 114,954
Corrections Officer (LG 14)	5	\$ 236,778
Corrections Sergeant (LG 18)	1	\$ 60,590
Nursing Coordinator (LG 27)	1	\$ 94,619
RN III (LG 23)	2	\$ 140,027
		Total: \$ 646,968

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-465010-82350000-010-500100	10-046-465010-82350000-018-500106	\$ 81,868
10-046-465010-82350000-010-500100	10-046-463510-33720000-018-500106	\$ 57,216

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

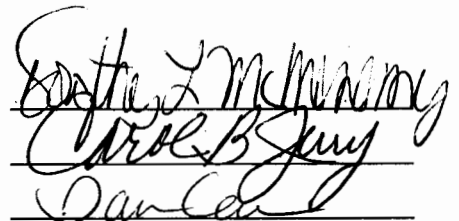
Approval Requires:

Governor and Council _____

Business Supervisor

Director of Personnel

Comptroller



Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Pharmacy

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
4	\$ 85,760	\$ -

Number

Estimated Vacant Positions: 4

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Pharmacist (LG 27)	1	\$ 96,178
Pharmacist (LG 30)	1	\$ 110,780
Pharmacy Technician (LG 10)	2	\$ 73,690
Total:		\$ 280,647

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-465010-82360000-010-500100	10-046-465010-82360000-018-500106	\$ 16,076
10-046-465010-82360000-010-500100	10-046-463510-33720000-018-500106	\$ 69,684

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.



 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor 
 Director of Personnel 
 Comptroller 

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
District Offices

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
11	\$ 160,707	\$ -

Estimated Vacant Positions: Number 11

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Probation & Parole Officer I (LG 20)	1	\$ 55,349
Probation & Parole Officer II (LG 22)	9	\$ 561,563
Probation & Parole Officer II (LG 24)	1	\$ 81,910
Total:		\$ 698,822

Reasons for Vacant Positions: Pending Recruitment and Leaves of Absence

Request Permission to transfer expenditures as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-464510-83020000-010-500100	10-046-463510-33720000-018-500106	\$ 160,707

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.

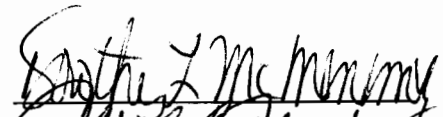



 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor 
 Director of Personnel 
 Comptroller 

Expenditure Request-Overtime Permanent Personnel Services

Department: Corrections

Date: April 2, 2018

Division of Expenditure Request:
Professional Standards

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
1	\$ 36,298	\$ -

Number

Estimated Vacant Positions: 1

<u>Title & Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
Director of Professional Standards	1	\$ 92,649
		Total: \$ 92,649

Reasons for Vacant Positions: Pending Recruitment

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
10-046-462510-59290000-011-500126	10-046-463510-33720000-018-500106	\$ 36,298

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.


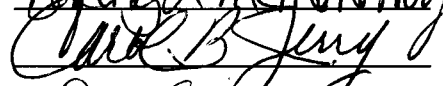
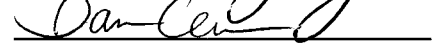


 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council _____

Business Supervisor 
 Director of Personnel 
 Comptroller 

**Estimated Unexpended Wages for Direct Care Positions
vacant during the period June 9, 2017 through March 15, 2018 (20 pay periods)
DOC**

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
12818	CORR CAPTAIN	3372	23	6/9/2017	7/6/2017	28	56,118	153.75	4,305	Pending Recruitment
12818	CORR CAPTAIN	3372	23	11/10/2017	12/7/2017	28	56,118	153.75	4,305	Pending Recruitment
12931	CORR CAPTAIN	3372	23	6/9/2017	7/6/2017	28	71,427	195.69	5,479	Pending Recruitment
12931	CORR CAPTAIN	3372	23	9/29/2017	11/9/2017	42	71,427	195.69	8,219	Pending Recruitment
12916	CORR CORP	3372	16	6/9/2017	7/20/2017	42	49,920	136.77	5,744	Pending Recruitment
13023	CORR CORP	3372	16	6/9/2017	3/15/2018	280	43,014	117.85	32,997	Pending Recruitment
16273	CORR CORP	3372	16	3/2/2018	3/15/2018	14	49,537	135.72	1,900	Pending Recruitment
16289	CORR CORP	3372	16	9/15/2017	1/4/2018	112	42,702	116.99	13,103	Pending Recruitment
16338	CORR CORP	3372	16	7/21/2017	10/26/2017	98	55,043	150.80	14,779	Pending Recruitment
16338	CORR CORP	3372	16	2/2/2018	3/15/2018	42	55,043	150.80	6,334	Pending Recruitment
16830	CORR CORP	3372	16	11/24/2017	2/1/2018	70	56,118	153.75	10,762	Pending Recruitment
16837	CORR CORP	3372	16	7/7/2017	10/12/2017	98	42,702	116.99	11,465	Pending Recruitment
16838	CORR CORP	3372	16	12/8/2017	3/15/2018	98	46,362	127.02	12,448	Pending Recruitment
16873	CORR CORP	3372	16	1/19/2018	3/1/2018	42	54,558	149.48	6,278	Pending Recruitment
16875	CORR CORP	3372	16	10/13/2017	11/23/2017	42	52,354	143.43	6,024	Pending Recruitment
16897	CORR CORP	3372	16	6/9/2017	7/6/2017	28	42,702	116.99	3,276	Pending Recruitment
16907	CORR CORP	3372	16	12/31/2017	3/15/2018	75	56,118	153.75	11,531	Pending Recruitment
19546	CORR CORP	3372	16	6/9/2017	1/4/2018	210	42,702	116.99	24,569	Pending Recruitment
30332	CORR CORP	3372	16	7/7/2017	10/26/2017	112	53,998	147.94	16,569	Pending Recruitment
30334	CORR CORP	3372	16	2/2/2018	3/15/2018	42	46,562	127.57	5,358	Pending Recruitment
12932	CORR LT	3372	21	12/8/2017	3/1/2018	84	64,542	176.83	14,854	Pending Recruitment
12939	CORR LT	3372	21	8/18/2017	10/26/2017	70	65,392	179.16	12,541	Pending Recruitment
12939	CORR LT	3372	21	1/19/2018	3/15/2018	56	65,392	179.16	10,033	Pending Recruitment
12950	CORR LT	3372	21	7/7/2017	8/17/2017	42	64,542	176.83	7,427	Pending Recruitment
12950	CORR LT	3372	21	12/8/2017	1/18/2018	42	64,542	176.83	7,427	Pending Recruitment
16908	CORR LT	3372	21	7/7/2017	9/14/2017	70	51,626	141.44	9,901	Pending Recruitment
16908	CORR LT	3372	21	1/19/2018	3/15/2018	56	51,626	141.44	7,921	Pending Recruitment
12908	CORR OFF	3372	14	10/27/2017	3/15/2018	140	43,498	119.17	16,684	Pending Recruitment
12935	CORR OFF	3372	14	9/15/2017	1/4/2018	112	46,450	127.26	14,253	Pending Recruitment
12936	CORR OFF	3372	14	6/23/2017	8/31/2017	70	43,570	119.37	8,356	Pending Recruitment
12936	CORR OFF	3372	14	12/22/2017	3/15/2018	84	43,570	119.37	10,027	Pending Recruitment
12941	CORR OFF	3372	14	12/22/2017	2/1/2018	42	45,118	123.61	5,192	Pending Recruitment
12945	CORR OFF	3372	14	10/9/2017	12/7/2017	60	39,998	109.58	6,575	Pending Recruitment
12988	CORR OFF	3372	14	2/2/2018	3/1/2018	28	51,626	141.44	3,960	Pending Recruitment
12995	CORR OFF	3372	14	6/9/2017	7/6/2017	28	42,790	117.23	3,283	Pending Recruitment

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
13007	CORR OFF	3372	14	6/9/2017	7/20/2017	42	44,230	121.18	5,090	Pending Recruitment
13007	CORR OFF	3372	14	11/25/2017	3/15/2018	111	44,230	121.18	13,451	Pending Recruitment
13014	CORR OFF	3372	14	1/5/2018	1/18/2018	14	51,938	142.29	1,992	Pending Recruitment
13020	CORR OFF	3372	14	10/27/2017	3/15/2018	140	45,961	125.92	17,629	Pending Recruitment
13022	CORR OFF	3372	14	11/9/2017	3/15/2018	127	42,958	117.69	14,947	Pending Recruitment
13035	CORR OFF	3372	14	6/9/2017	8/31/2017	84	44,595	122.18	10,263	Pending Recruitment
16274	CORR OFF	3372	14	7/22/2017	3/15/2018	237	51,626	141.44	33,521	Pending Recruitment
16305	CORR OFF	3372	14	10/27/2017	3/15/2018	140	45,572	124.85	17,480	Pending Recruitment
16308	CORR OFF	3372	14	10/27/2017	3/15/2018	140	39,998	109.58	15,342	Pending Recruitment
16337	CORR OFF	3372	14	6/9/2017	7/20/2017	42	42,190	115.59	4,855	Pending Recruitment
16337	CORR OFF	3372	14	2/2/2018	3/15/2018	42	42,190	115.59	4,855	Pending Recruitment
16805	CORR OFF	3372	14	8/18/2017	9/28/2017	42	43,570	119.37	5,014	Pending Recruitment
16806	CORR OFF	3372	14	1/5/2018	1/18/2018	14	38,438	105.31	1,474	Leave
16823	CORR OFF	3372	14	1/18/2018	2/15/2018	29	51,938	142.29	4,127	Pending Recruitment
16850	CORR OFF	3372	14	8/18/2017	9/14/2017	28	44,230	121.18	3,393	Pending Recruitment
16850	CORR OFF	3372	14	3/2/2018	3/15/2018	14	44,230	121.18	1,697	Pending Recruitment
16861	CORR OFF	3372	14	11/10/2017	1/4/2018	56	39,686	108.73	6,089	Pending Recruitment
16862	CORR OFF	3372	14	9/29/2017	3/15/2018	168	43,930	120.36	20,220	Pending Recruitment
18473	CORR OFF	3372	14	6/9/2017	7/6/2017	28	49,920	136.77	3,829	Pending Recruitment
18473	CORR OFF	3372	14	3/2/2018	3/15/2018	14	49,920	136.77	1,915	Pending Recruitment
18475	CORR OFF	3372	14	9/15/2017	11/9/2017	56	42,778	117.20	6,563	Pending Recruitment
18828	CORR OFF	3372	14	12/22/2017	2/1/2018	42	41,584	113.93	4,785	Pending Recruitment
18828	CORR OFF	3372	14	3/2/2018	3/15/2018	14	41,584	113.93	1,595	Pending Recruitment
18842	CORR OFF	3372	14	6/9/2017	8/31/2017	84	50,378	138.02	11,594	Pending Recruitment
18842	CORR OFF	3372	14	3/2/2018	3/15/2018	14	50,378	138.02	1,932	Pending Recruitment
18847	CORR OFF	3372	14	11/30/2017	2/1/2018	64	50,378	138.02	8,833	Pending Recruitment
19242	CORR OFF	3372	14	6/9/2017	8/3/2017	56	50,378	138.02	7,729	Pending Recruitment
19245	CORR OFF	3372	14	9/1/2017	10/26/2017	56	51,626	141.44	7,921	Pending Recruitment
19251	CORR OFF	3372	14	1/5/2018	3/15/2018	70	50,378	138.02	9,661	Pending Recruitment
19252	CORR OFF	3372	14	2/16/2018	3/15/2018	28	51,938	142.29	3,984	Pending Recruitment
19257	CORR OFF	3372	14	6/23/2017	8/31/2017	70	51,626	141.44	9,901	Pending Recruitment
19257	CORR OFF	3372	14	9/15/2017	11/9/2017	56	51,626	141.44	7,921	Pending Recruitment
19263	CORR OFF	3372	14	1/19/2018	3/15/2018	56	39,686	108.73	6,089	Pending Recruitment
19541	CORR OFF	3372	14	8/4/2017	8/31/2017	28	39,686	108.73	3,044	Leave
19551	CORR OFF	3372	14	10/27/2017	3/15/2018	140	43,438	119.01	16,661	Pending Recruitment
19554	CORR OFF	3372	14	7/21/2017	8/31/2017	42	47,434	129.96	5,458	Leave
19554	CORR OFF	3372	14	12/22/2017	3/1/2018	70	47,434	129.96	9,097	Pending Recruitment
19561	CORR OFF	3372	14	6/9/2017	7/6/2017	28	44,595	122.18	3,421	Pending Recruitment
19563	CORR OFF	3372	14	8/4/2017	8/15/2017	12	43,882	120.23	1,443	Leave

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
19940	CORR OFF	3372	14	7/7/2017	3/15/2018	252	48,896	133.96	33,758	Pending Recruitment
19941	CORR OFF	3372	14	9/1/2017	12/21/2017	112	51,938	142.29	15,937	Pending Recruitment
40170	CORR OFF	3372	14	6/9/2017	7/6/2017	28	42,430	116.25	3,255	Pending Recruitment
40171	CORR OFF	3372	14	7/21/2017	10/26/2017	98	38,438	105.31	10,320	Pending Recruitment
40171	CORR OFF	3372	14	12/22/2017	1/18/2018	28	38,438	105.31	2,949	Pending Recruitment
40172	CORR OFF	3372	14	1/5/2018	1/18/2018	14	50,378	138.02	1,932	Pending Recruitment
40172	CORR OFF	3372	14	2/2/2018	3/1/2018	28	50,378	138.02	3,865	Pending Recruitment
40174	CORR OFF	3372	14	2/2/2017	3/1/2018	393	50,378	138.02	54,242	Pending Recruitment
40184	CORR OFF	3372	14	7/10/2017	9/14/2017	67	44,170	121.01	8,108	Pending Recruitment
40184	CORR OFF	3372	14	1/19/2018	3/1/2018	42	44,170	121.01	5,083	Pending Recruitment
40186	CORR OFF	3372	14	8/30/2017	11/23/2017	86	42,898	117.53	10,108	Pending Recruitment
40186	CORR OFF	3372	14	3/2/2018	3/15/2018	14	42,898	117.53	1,645	Pending Recruitment
40192	CORR OFF	3372	14	12/29/2017	2/1/2018	35	51,938	142.29	4,980	Pending Recruitment
40196	CORR OFF	3372	14	6/9/2017	7/20/2017	42	50,378	138.02	5,797	Pending Recruitment
40196	CORR OFF	3372	14	3/1/2018	3/15/2018	15	50,378	138.02	2,070	Pending Recruitment
40199	CORR OFF	3372	14	12/22/2017	3/15/2018	84	39,686	108.73	9,133	Pending Recruitment
40202	CORR OFF	3372	14	9/15/2017	1/18/2018	126	44,936	123.11	15,512	Pending Recruitment
40204	CORR OFF	3372	14	9/29/2017	1/18/2018	112	43,678	119.67	13,403	Pending Recruitment
40208	CORR OFF	3372	14	6/9/2017	12/21/2017	196	38,438	105.31	20,641	Pending Recruitment
40211	CORR OFF	3372	14	8/18/2017	9/14/2017	28	51,626	141.44	3,960	Pending Recruitment
40213	CORR OFF	3372	14	2/2/2018	3/15/2018	42	44,595	122.18	5,132	Pending Recruitment
40218	CORR OFF	3372	14	7/21/2017	1/14/2018	178	39,998	109.58	19,506	Pending Recruitment
40219	CORR OFF	3372	14	8/4/2017	10/12/2017	70	51,626	141.44	9,901	Pending Recruitment
40221	CORR OFF	3372	14	2/2/2018	3/1/2018	28	44,730	122.55	3,431	Pending Recruitment
40225	CORR OFF	3372	14	3/2/2018	3/15/2018	14	49,608	135.91	1,903	Pending Recruitment
40226	CORR OFF	3372	14	6/9/2017	6/22/2017	14	43,750	119.86	1,678	Pending Recruitment
40226	CORR OFF	3372	14	6/26/2017	8/31/2017	67	43,750	119.86	8,031	Pending Recruitment
40226	CORR OFF	3372	14	1/19/2018	3/15/2018	56	43,750	119.86	6,712	Pending Recruitment
40229	CORR OFF	3372	14	1/19/2018	3/15/2018	56	42,778	117.20	6,563	Pending Recruitment
40231	CORR OFF	3372	14	6/9/2017	9/14/2017	98	39,686	108.73	10,656	Pending Recruitment
40231	CORR OFF	3372	14	10/12/2017	1/4/2018	85	39,686	108.73	9,242	Pending Recruitment
40744	CORR OFF	3372	14	7/27/2017	10/12/2017	78	49,608	135.91	10,601	Pending Recruitment
40744	CORR OFF	3372	14	12/22/2017	2/1/2018	42	49,608	135.91	5,708	Pending Recruitment
40746	CORR OFF	3372	14	8/18/2017	8/31/2017	14	42,190	115.59	1,618	Leave
40747	CORR OFF	3372	14	9/15/2017	11/9/2017	56	39,686	108.73	6,089	Pending Recruitment
40749	CORR OFF	3372	14	1/5/2018	3/15/2018	70	49,524	135.68	9,498	Pending Recruitment
40758	CORR OFF	3372	14	1/19/2018	3/15/2018	56	39,686	108.73	6,089	Pending Recruitment
16817	CORR OFF TRAINEE	3372	12	11/10/2017	1/4/2018	56	37,610	103.04	5,770	Pending Recruitment
16851	CORR OFF TRAINEE	3372	12	9/15/2017	1/4/2018	112	38,362	105.10	11,771	Pending Recruitment

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
18794	CORR OFF TRAINEE	3372	12	6/9/2017	3/15/2018	280	37,500	102.74	28,767	Pending Recruitment
18822	CORR OFF TRAINEE	3372	12	3/2/2018	3/15/2018	14	39,115	107.16	1,500	Pending Recruitment
19249	CORR OFF TRAINEE	3372	12	9/21/2017	3/15/2018	176	37,169	101.83	17,922	Pending Recruitment
19898	CORR OFF TRAINEE	3372	12	6/23/2017	8/31/2017	70	36,982	101.32	7,093	Pending Recruitment
19900	CORR OFF TRAINEE	3372	12	6/9/2017	8/31/2017	84	38,858	106.46	8,943	Pending Recruitment
40207	CORR OFF TRAINEE	3372	12	6/9/2017	9/14/2017	98	35,734	97.90	9,594	Pending Recruitment
40216	CORR OFF TRAINEE	3372	12	9/15/2017	11/23/2017	70	38,693	106.01	7,421	Pending Recruitment
12900	CORR SGT	3372	18	10/27/2017	12/7/2017	42	57,254	156.86	6,588	Pending Recruitment
12918	CORR SGT	3372	18	6/9/2017	3/15/2018	280	58,282	159.68	44,709	Pending Recruitment
12923	CORR SGT	3372	7	3/2/2018	3/15/2018	14	45,906	125.77	1,761	Pending Recruitment
12971	CORR SGT	3372	18	8/31/2017	10/26/2017	57	59,030	161.73	9,218	Pending Recruitment
12974	CORR SGT	3372	18	10/27/2017	12/21/2017	56	59,030	161.73	9,057	Pending Recruitment
12980	CORR SGT	3372	18	12/22/2017	3/15/2018	84	53,602	146.85	12,336	Pending Recruitment
12982	CORR SGT	3372	18	10/27/2017	1/18/2018	84	54,958	150.57	12,648	Pending Recruitment
16275	CORR SGT	3372	18	9/15/2017	10/26/2017	42	54,958	150.57	6,324	Pending Recruitment
16275	CORR SGT	3372	18	2/2/2018	3/15/2018	42	54,958	150.57	6,324	Pending Recruitment
16309	CORR SGT	3372	18	8/4/2017	10/12/2017	70	60,278	165.15	11,560	Pending Recruitment
16911	CORR SGT	3372	18	6/9/2017	7/20/2017	42	57,970	158.82	6,670	Pending Recruitment
18785	CORR SGT	3372	18	12/8/2017	2/1/2018	56	46,030	126.11	7,062	Pending Recruitment
13009	CORR UNIT MGR	3372	24	6/9/2017	12/7/2017	182	76,419	209.37	38,105	Pending Recruitment
16871	CORR UNIT MGR	3372	24	7/3/2017	9/28/2017	60	73,237	200.65	12,039	Pending Recruitment
3372 Total										
1,290,932										

41348	CORR CORP	3373	16	6/9/2017	7/6/2017	28	45,902	125.76	3,521	Pending Recruitment
41351	CORR CORP	3373	16	7/7/2017	11/9/2017	126	53,154	145.63	18,349	Pending Recruitment
41360	CORR CORP	3373	16	6/9/2017	7/6/2017	28	53,914	147.71	4,136	Pending Recruitment
41361	CORR CORP	3373	16	7/7/2017	11/9/2017	126	48,896	133.96	16,879	Pending Recruitment
41336	CORR OFF	3373	14	7/26/2017	9/28/2017	65	44,936	123.11	8,002	Pending Recruitment
41336	CORR OFF	3373	14	11/24/2017	3/15/2018	112	44,936	123.11	13,789	Pending Recruitment
41338	CORR OFF	3373	14	6/9/2017	7/6/2017	28	43,858	120.16	3,364	Pending Recruitment
41340	CORR OFF	3373	14	11/24/2017	3/15/2018	112	48,360	132.49	14,839	Pending Recruitment
41341	CORR OFF	3373	14	6/9/2017	8/17/2017	70	51,626	141.44	9,901	Pending Recruitment
41343	CORR OFF	3373	14	7/7/2017	3/15/2018	252	39,998	109.58	27,615	Pending Recruitment
41355	CORR OFF	3373	14	6/9/2017	9/14/2017	98	39,686	108.73	10,656	Pending Recruitment
41357	CORR OFF	3373	14	11/24/2017	3/15/2018	112	39,998	109.58	12,273	Pending Recruitment
41359	CORR OFF	3373	14	6/9/2017	9/14/2017	98	51,938	142.29	13,945	Pending Recruitment
41362	CORR OFF	3373	14	9/15/2017	12/7/2017	84	43,498	119.17	10,011	Pending Recruitment
41363	CORR OFF	3373	14	9/11/2017	3/15/2018	186	39,686	108.73	20,224	Pending Recruitment

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
41364	CORR OFF	3373	14	7/7/2017	8/17/2017	42	43,018	117.86	4,950	Pending Recruitment
41368	CORR OFF	3373	14	8/4/2017	9/14/2017	42	46,155	126.45	5,311	Pending Recruitment
41370	CORR OFF	3373	14	6/9/2017	10/26/2017	140	39,998	109.58	15,342	Pending Recruitment
41370	CORR OFF	3373	14	2/16/2018	3/15/2018	28	39,998	109.58	3,068	Pending Recruitment
41384	CORR OFF	3373	14	8/4/2017	9/14/2017	42	42,958	117.69	4,943	Pending Recruitment
41386	CORR OFF	3373	14	6/9/2017	3/15/2018	280	39,686	108.73	30,444	Pending Recruitment
41389	CORR OFF	3373	14	8/18/2017	9/14/2017	28	44,595	122.18	3,421	Pending Recruitment
41390	CORR OFF	3373	14	9/15/2017	12/7/2017	84	50,378	138.02	11,594	Pending Recruitment
41393	CORR OFF	3373	14	6/9/2017	9/14/2017	98	42,958	117.69	11,534	Pending Recruitment
41394	CORR OFF	3373	14	6/9/2017	8/17/2017	70	45,843	125.60	8,792	Pending Recruitment
41396	CORR OFF	3373	14	6/9/2017	8/3/2017	56	44,470	121.84	6,823	Pending Recruitment
41401	CORR OFF	3373	14	11/24/2017	3/15/2018	112	48,360	132.49	14,839	Pending Recruitment
41407	CORR OFF	3373	14	9/29/2017	3/15/2018	168	48,360	132.49	22,259	Pending Recruitment
41409	CORR OFF	3373	14	11/10/2017	3/15/2018	126	51,938	142.29	17,929	Pending Recruitment
41411	CORR OFF	3373	14	7/7/2017	8/3/2017	28	50,378	138.02	3,865	Pending Recruitment
41415	CORR OFF	3373	14	6/9/2017	9/28/2017	112	46,155	126.45	14,163	Pending Recruitment
41417	CORR OFF	3373	14	6/9/2017	3/15/2018	280	42,958	117.69	32,954	Pending Recruitment
41418	CORR OFF	3373	14	6/9/2017	11/9/2017	154	39,998	109.58	16,876	Pending Recruitment
41421	CORR OFF	3373	14	11/10/2017	3/15/2018	126	49,608	135.91	17,125	Pending Recruitment
41423	CORR OFF	3373	14	8/4/2017	9/14/2017	42	50,378	138.02	5,797	Pending Recruitment
41427	CORR OFF	3373	14	7/7/2017	8/3/2017	28	49,466	135.52	3,795	Pending Recruitment
41428	CORR OFF	3373	14	8/18/2017	9/14/2017	28	50,378	138.02	3,865	Pending Recruitment
41429	CORR OFF	3373	14	6/9/2017	8/17/2017	70	39,686	108.73	7,611	Pending Recruitment
41434	CORR OFF	3373	14	6/9/2017	2/1/2018	238	39,686	108.73	25,878	Pending Recruitment
41435	CORR OFF	3373	14	7/7/2017	9/28/2017	84	51,626	141.44	11,881	Pending Recruitment
41435	CORR OFF	3373	14	11/10/2017	3/15/2018	126	51,626	141.44	17,821	Pending Recruitment
41448	CORR OFF	3373	14	8/18/2017	9/14/2017	28	43,882	120.23	3,366	Pending Recruitment
41449	CORR OFF	3373	14	9/15/2017	11/23/2017	70	50,378	138.02	9,661	Pending Recruitment
41450	CORR OFF	3373	14	9/15/2017	11/23/2017	70	49,757	136.32	9,542	Pending Recruitment
41452	CORR OFF	3373	14	6/9/2017	7/6/2017	28	39,686	108.73	3,044	Pending Recruitment
41452	CORR OFF	3373	14	9/29/2017	1/4/2018	98	39,686	108.73	10,656	Pending Recruitment
41344	CORR OFF TRAINEE	3373	12	9/15/2017	3/1/2018	168	38,894	106.56	17,902	Pending Recruitment
41345	CORR OFF TRAINEE	3373	12	9/29/2017	3/15/2018	168	38,527	105.55	17,733	Pending Recruitment
41345	CORR OFF TRAINEE	3373	12	7/13/2017	7/23/2017	11	38,527	105.55	1,161	Leave
41356	CORR OFF TRAINEE	3373	12	6/9/2017	3/15/2018	280	38,674	105.96	29,667	Pending Recruitment
41388	CORR OFF TRAINEE	3373	12	6/9/2017	8/17/2017	70	36,982	101.32	7,093	Pending Recruitment
41350	CORR SGT	3373	18	6/9/2017	7/6/2017	28	58,282	159.68	4,471	Pending Recruitment
3373 Total										
624,680										

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
18790	CORR CORP	3374	16	7/5/2017	8/3/2017	30	54,558	149.48	4,484	Pending Recruitment
44265	CORR LT	3374	21	6/9/2017	12/21/2017	196	51,626	141.44	27,722	Pending Recruitment
18792	CORR OFF	3374	14	12/22/2017	3/15/2018	84	39,998	109.58	9,205	Pending Recruitment
18831	CORR OFF	3374	14	6/9/2017	7/6/2017	28	44,677	122.40	3,427	Pending Recruitment
40165	CORR OFF	3374	14	2/2/2018	3/15/2018	42	38,438	105.31	4,423	Pending Recruitment
40168	CORR OFF	3374	14	12/22/2017	2/15/2018	56	48,360	132.49	7,420	Pending Recruitment
44274	CORR OFF	3374	14	6/9/2017	1/4/2018	210	38,438	105.31	22,115	Pending Recruitment
44275	CORR OFF	3374	14	6/9/2017	12/21/2017	196	38,438	105.31	20,641	Pending Recruitment
44276	CORR OFF	3374	14	6/9/2017	3/1/2018	266	38,438	105.31	28,013	Pending Recruitment
44277	CORR OFF	3374	14	6/9/2017	12/21/2017	196	38,438	105.31	20,641	Pending Recruitment
44278	CORR OFF	3374	14	6/9/2017	1/18/2018	224	38,438	105.31	23,590	Pending Recruitment
44279	CORR OFF	3374	14	6/9/2017	9/28/2017	112	38,438	105.31	11,795	Pending Recruitment
44280	CORR OFF	3374	14	6/9/2017	12/21/2017	196	38,438	105.31	20,641	Pending Recruitment
44281	CORR OFF	3374	14	6/9/2017	9/28/2017	112	38,438	105.31	11,795	Pending Recruitment
44281	CORR OFF	3374	14	11/23/2017	3/15/2018	113	38,438	105.31	11,900	Pending Recruitment
44282	CORR OFF	3374	14	6/9/2017	12/21/2017	196	38,438	105.31	20,641	Pending Recruitment
44283	CORR OFF	3374	14	6/9/2017	12/21/2017	196	38,438	105.31	20,641	Pending Recruitment
44284	CORR OFF	3374	14	6/9/2017	12/21/2017	196	38,438	105.31	20,641	Pending Recruitment
44285	CORR OFF	3374	14	6/9/2017	1/4/2018	210	38,438	105.31	22,115	Pending Recruitment
44285	CORR OFF	3374	14	2/16/2018	3/15/2018	28	38,438	105.31	2,949	Pending Recruitment
44286	CORR OFF	3374	14	6/9/2017	1/4/2018	210	38,438	105.31	22,115	Pending Recruitment
44287	CORR OFF	3374	14	6/9/2017	1/4/2018	210	38,438	105.31	22,115	Pending Recruitment
44288	CORR OFF	3374	14	6/9/2017	1/4/2018	210	39,686	108.73	22,833	Pending Recruitment
44289	CORR OFF	3374	14	6/9/2017	3/15/2018	280	39,686	108.73	30,444	Pending Recruitment
16808	CORR OFF TRAINEE	3374	12	12/22/2017	1/4/2018	14	38,803	106.31	1,488	Leave
16916	CORR SGT	3374	18	12/22/2017	2/1/2018	42	59,030	161.73	6,793	Pending Recruitment
19535	CORR SGT	3374	18	1/19/2018	3/15/2018	56	53,914	147.71	8,272	Pending Recruitment
3374 Total										
428,859										

12990	CORR OFF	4106	14	7/8/2017	7/15/2017	8	50,378	138.02	1,104	Leave
13003	CORR OFF	4106	14	12/22/2017	1/18/2018	28	51,938	142.29	3,984	Pending Recruitment
16859	CORR OFF	4106	14	1/5/2018	2/15/2018	42	41,650	114.11	4,793	Pending Recruitment
18472	CORR OFF	4106	14	1/19/2018	3/15/2018	56	43,090	118.06	6,611	Pending Recruitment
19565	CORR OFF	4106	14	9/1/2017	9/28/2017	28	39,998	109.58	3,068	Pending Recruitment
18835	CORR SGT	4106	18	7/7/2017	8/3/2017	28	56,888	155.86	4,364	Pending Recruitment
4106 Total										
23,924										

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POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
19925	CLIN MEN HLTH COUN	5833	23	6/9/2017	12/21/2017	196	55,272	151.43	29,680	Pending Recruitment
16326	CORR CORP	5833	16	10/14/2017	12/21/2017	69	51,938	142.29	9,818	Pending Recruitment
16267	CORR OFF	5833	14	6/9/2017	11/23/2017	168	38,438	105.31	17,692	Pending Recruitment
16303	CORR OFF	5833	14	6/9/2017	8/3/2017	56	39,998	109.58	6,137	Pending Recruitment
16303	CORR OFF	5833	14	1/5/2018	3/15/2018	70	39,998	109.58	7,671	Pending Recruitment
16306	CORR OFF	5833	14	8/4/2017	8/17/2017	14	50,378	138.02	1,932	Leave
16314	CORR OFF	5833	14	11/24/2017	1/4/2018	42	39,686	108.73	4,567	Pending Recruitment
16341	CORR OFF	5833	14	6/9/2017	7/6/2017	28	43,258	118.52	3,318	Pending Recruitment
16341	CORR OFF	5833	14	12/22/2017	3/15/2018	84	43,258	118.52	9,955	Pending Recruitment
16342	CORR OFF	5833	14	12/22/2017	2/1/2018	42	46,155	126.45	5,311	Pending Recruitment
19262	CORR OFF	5833	14	7/21/2017	8/17/2017	28	42,014	115.11	3,223	Pending Recruitment
30933	CORR OFF	5833	14	10/13/2017	11/9/2017	28	50,378	138.02	3,865	Leave
42270	REC THERAPIST II	5833	21	6/9/2017	3/15/2018	280	43,202	118.36	33,141	Pending Recruitment
18860	RN II	5833	21	8/18/2017	3/15/2018	210	80,579	220.76	46,361	Pending Recruitment
18174	RN III	5833	23	6/9/2017	11/9/2017	154	63,565	174.15	26,819	Pending Recruitment
18175	RN III	5833	23	8/4/2017	3/1/2018	210	80,600	220.82	46,373	Pending Recruitment
12825	SR PSYCH SOC WKR	5833	26	8/3/2017	10/12/2017	71	66,611	182.49	12,957	Pending Recruitment
12831	SR PSYCH SOC WKR	5833	26	8/23/2017	11/23/2017	93	68,298	187.12	17,402	Pending Recruitment
5833 Total										286,222

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
16929	CC/CM	6043	20	6/21/2017	10/26/2017	128	57,470	157.45	20,154	Pending Recruitment
40713	CC/CM	6043	20	6/9/2017	8/17/2017	70	64,542	176.83	12,378	Pending Recruitment
42262	CC/CM	6043	20	6/9/2017	11/23/2017	168	58,781	161.04	27,055	Pending Recruitment
6043 Total										
									59,587	

12894	BLDG MAINT SUPVR	6632	15	6/9/2017	9/28/2017	112	40,357	110.57	12,383	Pending Recruitment
13010	ELECTRONIC TECH II	6632	20	6/9/2017	3/15/2018	280	58,781	161.04	45,092	Pending Recruitment
12930	MAINT TECH	6632	21	1/19/2018	3/15/2018	56	53,768	147.31	8,249	Pending Recruitment
13029	MAINT TECH	6632	21	6/9/2017	3/15/2018	280	45,906	125.77	35,215	Pending Recruitment
44317	MAINT TECH	6632	21	12/22/2017	2/1/2018	42	23,710	141.13	5,927	Pending Recruitment
6632 Total										
									106,866	

44316	LAUNDRY MGR II	6633	15	12/22/2017	3/15/2018	84	15,649	93.15	7,825	Pending Recruitment
6633 Total										
									7,825	

12922	CHEF II	6634	14	12/31/2017	3/15/2018	75	45,906	125.77	9,433	Pending Recruitment
18166	CHEF II	6634	14	8/4/2017	9/28/2017	56	45,906	125.77	7,043	Pending Recruitment
18166	CHEF II	6634	14	1/19/2018	3/15/2018	56	45,906	125.77	7,043	Pending Recruitment
18167	CHEF II	6634	14	6/9/2017	11/23/2017	168	40,912	112.09	18,831	Pending Recruitment
18476	CHEF II	6634	14	1/19/2018	3/15/2018	56	45,906	125.77	7,043	Pending Recruitment
18813	CHEF II	6634	14	6/9/2017	11/23/2017	168	41,584	113.93	19,140	Pending Recruitment
41476	CHEF II	6634	14	9/29/2017	3/15/2018	168	44,410	121.67	20,441	Pending Recruitment
41478	CHEF II	6634	14	12/30/2017	3/15/2018	76	45,906	125.77	9,558	Pending Recruitment
44260	CHEF II	6634	14	12/22/2017	2/1/2018	42	15,144	90.14	3,786	Pending Recruitment
44261	CHEF II	6634	14	12/22/2017	2/1/2018	42	15,997	95.22	3,999	Pending Recruitment
18777	SUPVR I	6634	19	9/29/2017	12/21/2017	84	55,994	153.41	12,886	Pending Recruitment
18810	SUPVR I	6634	19	6/9/2017	9/28/2017	112	48,790	133.67	14,971	Pending Recruitment
6634 Total										
									134,174	

16886	CORR OFF	7107	14	7/7/2017	8/17/2017	42	51,938	142.29	5,976	Pending Recruitment
7107 Total										
									5,976	

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
12985	CORR OFF	7874	14	10/28/2017	11/9/2017	13	51,938	142.29	1,850	Pending Recruitment
16856	CORR OFF	7874	14	7/21/2017	8/17/2017	28	51,938	142.29	3,984	Pending Recruitment
7874 Total										
5,834										

43682	CC/CM	8231	20	6/9/2017	3/15/2018	280	42,744	117.11	32,790	Pending Recruitment
12852	CLINICAL MEN HLTH COUN	8231	23	6/9/2017	7/6/2017	28	46,770	128.14	3,588	Pending Recruitment
16330	CLINICAL MEN HLTH COUN	8231	23	10/20/2017	3/15/2018	147	61,993	169.84	24,967	Pending Recruitment
16921	CLINICAL MEN HLTH COUN	8231	23	6/23/2017	3/15/2018	266	62,702	171.79	45,695	Pending Recruitment
42256	CLINICAL MEN HLTH COUN	8231	23	6/9/2017	8/17/2017	70	62,702	171.79	12,025	Pending Recruitment
16294	PSYCH SOC WKR	8231	23	6/9/2017	3/15/2018	280	57,612	157.84	44,196	Pending Recruitment
18799	PSYCH SOC WKR	8231	23	10/27/2017	3/15/2018	140	62,702	171.79	24,050	Pending Recruitment
8231 Total										
187,311										

12885	CC/CM	8232	20	6/9/2017	8/17/2017	70	51,688	141.61	9,913	Pending Recruitment
16812	CC/CM	8232	20	9/7/2017	11/23/2017	78	58,781	161.04	12,561	Pending Recruitment
18849	CC/CM	8232	20	10/27/2017	1/18/2018	84	44,054	120.70	10,139	Pending Recruitment
19939	CC/CM	8232	20	1/19/2018	3/15/2018	56	44,054	120.70	6,759	Pending Recruitment
30341	CC/CM	8232	20	8/4/2017	3/15/2018	224	58,781	161.04	36,074	Pending Recruitment
41463	CC/CM	8232	20	12/21/2017	3/15/2018	85	53,768	147.31	12,521	Pending Recruitment
41467	CC/CM	8232	20	2/2/2018	3/15/2018	42	55,994	153.41	6,443	Pending Recruitment
41470	CC/CM	8232	20	6/9/2017	9/14/2017	98	52,168	142.93	14,007	Pending Recruitment
42240	CC/CM	8232	20	10/13/2017	3/15/2018	154	44,054	120.70	18,587	Pending Recruitment
42242	CC/CM	8232	20	10/27/2017	3/15/2018	140	49,712	136.20	19,068	Pending Recruitment
42248	CC/CM	8232	20	6/9/2017	3/15/2018	280	44,054	120.70	33,795	Pending Recruitment
41531	MEDIA GENERALIST I	8232	17	7/17/2017	3/15/2018	242	48,623	133.21	32,237	Pending Recruitment
18855	TEACHER II	8232	20	6/9/2017	8/17/2017	70	53,645	146.97	10,288	Pending Recruitment
19905	TEACHER II	8232	20	6/9/2017	3/15/2018	280	56,997	156.16	43,724	Pending Recruitment
12873	TEACHER III	8232	22	6/9/2017	8/31/2017	84	60,998	167.12	14,038	Pending Recruitment
42250	TEACHER III	8232	22	12/1/2017	3/15/2018	105	58,103	159.19	16,715	Pending Recruitment
42263	TEACHER III	8232	22	6/9/2017	3/15/2018	280	58,103	159.19	44,572	Pending Recruitment
12949	TI/COLLEGE ASSOCIATE PROF	8232	22	6/9/2017	3/15/2018	280	58,103	159.19	44,572	Pending Recruitment
18857	TI/COLLEGE ASSOCIATE PROFESSOR	8232	22	6/9/2017	3/15/2018	280	58,103	159.19	44,572	Pending Recruitment
16320	TI/COLLEGE PROFESSOR	8232	25	12/29/2017	3/15/2018	77	65,790	180.25	13,879	Pending Recruitment
8232 Total										
444,464										

18818	NURSE PRACTITIONER	8234	28	6/9/2017	3/15/2018	280	73,299	200.82	56,230	Pending Recruitment
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POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
41499	NURSE PRACTITIONER	8234	28	6/9/2017	3/1/2018	266	73,299	200.82	53,418	Pending Recruitment
41500	NURSE PRACTITIONER	8234	28	6/9/2017	3/15/2018	280	73,299	200.82	56,230	Pending Recruitment
41523	NURSE PRACTITIONER	8234	28	6/9/2017	3/15/2018	280	73,299	200.82	56,230	Pending Recruitment
12889	RN II	8234	21	2/13/2018	3/15/2018	31	70,262	192.50	5,967	Leave
12893	RN II	8234	21	8/18/2017	10/12/2017	56	58,989	161.61	9,050	Pending Recruitment
12895	RN II	8234	21	6/9/2017	8/31/2017	84	64,272	176.09	14,791	Pending Recruitment
41391	RN II	8234	21	6/9/2017	8/31/2017	84	71,074	194.72	16,357	Pending Recruitment
41493	RN II	8234	21	6/9/2017	7/20/2017	42	73,299	200.82	8,434	Pending Recruitment
41494	RN II	8234	21	10/13/2017	3/15/2018	154	74,194	203.27	31,304	Pending Recruitment
41496	RN II	8234	21	7/21/2017	8/17/2017	28	64,013	175.38	4,911	Pending Recruitment
16928	RN II	8234	21	12/19/2017	3/15/2018	87	68,835	188.59	16,407	Pending Recruitment
41495	RN III	8234	23	6/9/2017	7/20/2017	42	76,440	209.42	8,796	Pending Recruitment
44324	RN III	8234	23	12/22/2017	3/15/2018	84	30,052	178.88	15,026	Pending Recruitment
44325	RN III	8234	23	12/22/2017	3/15/2018	84	30,052	178.88	15,026	Pending Recruitment
44326	RN III	8234	23	12/22/2017	3/15/2018	84	30,493	181.51	15,247	Pending Recruitment
44327	RN III	8234	23	6/9/2017	3/15/2018	280	63,565	174.15	48,762	Pending Recruitment
8234 Total										
									432,186	

18866	CLINICAL MENTAL HEALTH COUNSEL	8235	23	6/9/2017	7/6/2017	28	57,342	157.10	4,399	Pending Recruitment
42271	CLINICAL MENTAL HEALTH COUNSEL	8235	23	6/9/2017	10/26/2017	140	57,612	157.84	22,098	Pending Recruitment
18829	CORR OFF	8235	14	6/23/2017	10/12/2017	112	51,938	142.29	15,937	Pending Recruitment
19243	CORR OFF	8235	14	7/21/2017	8/29/2017	40	42,838	117.37	4,695	Leave
19243	CORR OFF	8235	14	11/24/2017	3/15/2018	112	42,838	117.37	13,145	Pending Recruitment
40197	CORR OFF	8235	14	7/11/2017	8/3/2017	34	50,378	138.02	4,693	Pending Recruitment
40212	CORR OFF	8235	14	2/2/2018	3/15/2018	42	39,998	109.58	4,603	Pending Recruitment
41432	CORR OFF	8235	14	8/18/2017	9/14/2017	28	51,626	141.44	3,960	Pending Recruitment
12896	CORR SGT	8235	18	6/9/2017	8/17/2017	70	60,590	166.00	11,620	Pending Recruitment
12896	CORR SGT	8235	18	9/13/2017	10/12/2017	30	60,590	166.00	4,980	Pending Recruitment
19536	NURSING COORDINATOR	8235	27	12/1/2017	3/15/2018	105	94,619	259.23	27,219	Pending Recruitment
12814	RN III	8235	23	7/7/2017	8/17/2017	42	66,728	182.82	7,678	Pending Recruitment
12963	RN III	8235	23	9/1/2017	11/9/2017	70	73,299	200.82	14,057	Pending Recruitment
8235 Total										
									139,084	

19848	PHARMACIST	8236	27	8/1/2017	10/12/2017	73	96,178	263.50	19,236	Pending Recruitment
19848	PHARMACIST	8236	27	2/2/2018	3/15/2018	42	96,178	263.50	11,067	Pending Recruitment
19851	PHARMACIST	8236	30	12/7/2017	2/1/2018	57	110,780	303.51	17,300	Pending Recruitment
12970	PHARMACY TECH	8236	10	6/9/2017	3/15/2018	280	36,845	100.94	28,264	Pending Recruitment

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
19849	PHARMACY TECH	8236	10	12/8/2017	3/15/2018	98	36,845	100.94	9,893	Pending Recruitment
8236 Total										
85,760										

40767	PPO I	8302	20	11/1/2017	2/1/2018	93	55,349	151.64	14,103	Pending Recruitment
12854	PPO II	8302	22	10/13/2017	2/1/2018	112	65,603	179.73	20,130	Pending Recruitment
12860	PPO II	8302	22	8/31/2017	12/21/2017	113	74,888	205.17	23,185	Pending Recruitment
16932	PPO II	8302	22	6/9/2017	7/6/2017	28	62,864	172.23	4,822	Pending Recruitment
40763	PPO II	8302	22	6/9/2017	8/31/2017	84	66,247	181.50	15,246	Pending Recruitment
40764	PPO II	8302	22	6/9/2017	7/6/2017	28	65,603	179.73	5,033	Pending Recruitment
41155	PPO II	8302	22	1/5/2018	3/15/2018	70	71,989	197.23	13,806	Pending Recruitment
41156	PPO II	8302	22	9/30/2017	11/23/2017	55	75,130	205.83	11,321	Pending Recruitment
41156	PPO II	8302	22	1/19/2018	3/15/2018	56	75,130	205.83	11,527	Pending Recruitment
44337	PPO II	8302	22	6/9/2017	10/12/2017	126	51,398	140.82	17,743	Pending Recruitment
44338	PPO II	8302	22	12/22/2017	2/1/2018	42	27,841	165.72	6,960	Pending Recruitment
12877	PPO III	8302	24	12/31/2017	3/15/2018	75	81,910	224.41	16,831	Pending Recruitment
8302 Total										
160,707										

Class 10 Total **4,424,391**

9U548	DIR OF PROFESSIONAL STANDARDS	5929	FF	11/10/2017	4/1/2018	143	92,649	253.83	36,298	Pending Recruitment
5929 Total										
36,298										

Class 11 Total **36,298**

NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES

Adm 316.11 Check the Monthly Computer Statements. Upon receipt of all regular computer monthly statements, please immediately check these statements with your records, and notify the bureau of accounting of any differences on the "Green Sheet" or Form A-2 "Report of Appropriation Over Expenditure".

Source. #2235, eff 12-30-82

Adm 316.12 Workmen's Compensation. Authority for the commissioner to pay such sums as may be awarded under chapter 281 to employees from legislative appropriations and if sufficient funds are not appropriated the governor may draw his warrant on funds not otherwise appropriated provided that payments made to employees paid from the highway fund, the fish and game fund, or special fund shall be a charge against the appropriate fund and that payment made to employees from other funds shall be a charge upon the general fund.

Adm 316.13 Policy Governing Vacant Permanent Positions.

(a) Charges to Permanent Personnel Services or use of the Salary Adjustment Fund to cover vacant positions shall be subject to the following rules and regulations:

- (1) Limited to vacant positions due to sick leave, extended leave of absence, or pending recruitment.
- (2) Limited to temporary employees only.
- (3) Recruitment shall be made by a temporary C&D form approved by the department of personnel at a rate of compensation to be determined by personnel.
- (4) Manifest for payment shall be substantiated by an attached identification by position number of the vacant positions so covered.
- (5) Payment of overtime to cover vacant positions due to sick leave, extended leave of absence, or pending recruitment shall be subject to prior approval by the governor and council. Form A-29. (See Appendix A)

PART Adm 317 PREPARATION AND SUBMISSION OF ANNUAL REPORTS

Adm 317.01 General Requirements. The purpose of this section is to provide the governor and council with agency annual reports.

1. All agencies, as listed below, shall submit their annual reports on the dates and times indicated thereon (white paper, size 8 1/2 x 11, if not commercially printed).
2. Reports shall cover periods ending on June 30 and biennial reports shall cover periods ending in odd numbered years.