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**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOHN M. FORMELLA
ATTORNEY GENERAL



JANE E. YOUNG
DEPUTY ATTORNEY GENERAL

March 23, 2022

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

Your Excellency and Members of the Council:

REQUESTED ACTION

That approval be and hereby is given to the Attorney General to appoint Adam L. Woods to Position #9U543 (Appropriation #02-20-20-200510-2611-500132) as an Assistant Attorney General at a salary level of \$87,048, effective upon Governor and Executive Council approval or April 8, 2022, whichever is later, for a term ending October 20, 2023.

EXPLANATION

Mr. Woods, a Chichester resident, graduated from University of New Hampshire in 2009 with Bachelor of Arts degrees in Political Science and Justice Studies. He earned his Juris Doctor from University of New Hampshire School of Law in 2013. While in law school he was a student attorney in the Criminal Practice Clinic (2012) and a legal extern in the Concord City Prosecutor's Office (2013). He began prosecuting misdemeanor cases for the Cheshire County Attorney's Office as an Assistant County Attorney in 2013. He joined the Belknap County Attorney's Office as an Assistant County Attorney in 2014, where he prosecuted a variety of felony cases including sexual and domestic assaults, theft and financial crimes, fraud, and drug offenses. He was promoted to Deputy County Attorney in 2018, in which capacity he assumed additional supervisory responsibilities. Since 2019 he has been New Hampshire Employment Security's Unemployment Fraud Prosecutor, which position is embedded at the Department of Justice. In addition to prosecuting unemployment compensation fraud cases and training Employment Security fraud investigators, he assisted the Department's Criminal Justice Bureau with the prosecution of homicide cases. In light of Mr. Woods' experience, I am requesting he be appointed as an Assistant Attorney General at a salary of \$87,048, which is equivalent to his current classified employee salary. He will be assigned to the Criminal Justice Bureau. A copy of his resume is attached.

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RSA 94:1-a(I)(c)(3) provides that designation of positions, salary levels, and salary increases for attorneys at the Department of Justice shall be determined by the Attorney General, subject to approval of the Governor and Council, within appropriations made to the Department of Justice.

I am very pleased to offer Mr. Woods' appointment as an Assistant Attorney General at the above-referenced salary for your approval and respectfully urge your favorable consideration. Thank you.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "J.M. Formella", written in a cursive style.

John M. Formella
Attorney General

#3485396

Adam L. Woods

Education

University of New Hampshire School of Law, Concord, NH
Juris Doctor, May 2013

University of New Hampshire, Durham, NH
Bachelor of Arts, Political Science, 2009
Bachelor of Arts, Justice Studies, 2009

Work Experience

**August 2019 –
Present**

Unemployment Fraud Prosecutor, NH Employment Security, Concord, NH
Attorney, NH Department of Justice – Criminal Justice Bureau, Concord, NH
Prosecuted Unemployment Compensation Fraud cases for NH Employment Security in various courts throughout New Hampshire, provided prosecution and investigation training to fraud investigators at Employment Security. Prosecuted homicide cases as part of the Homicide Unit in the Criminal Justice Bureau, assisted law enforcement and lead attorneys in homicide investigations and trial, drafted various search warrants, investigative subpoenas, and motions related to these prosecutions.

**January 2018 –
August 2019**

Deputy County Attorney, Belknap County Attorney's Office, Laconia, NH
Continued prosecution duties of Assistant County Attorney, including more complex litigation and significant cases. Supervised assistant county attorneys, Rule 36 interns, legal assistants and victim/witness coordinator, including yearly reviews and communicating day-to-day tasks and feedback. Worked with defense bar and court to implement Early Case Resolution program.

**January 2014 –
December 2017**

Assistant County Attorney, Belknap County Attorney's Office, Laconia, NH
Prosecuted a range of felony level criminal cases in Belknap County Superior Court, as well as occasional misdemeanor crimes in local district courts. Types of cases prosecuted include sexual and domestic assaults, theft and financial crimes, fraud, and drug offenses. Other duties include witness preparation and meeting with victims of crimes both pre-trial and post-conviction.

**November 2013 –
January 2014**

Assistant County Attorney, Cheshire County Attorney's Office, Keene, NH
Prosecuted misdemeanor level cases in the 8th Circuit – District Division - Keene. Prepared complaints, conducted arraignments, plea hearings, probable cause hearings, and prepared multiple cases for bench trial. Also participated in juvenile review, adjudicatory, and dispositional cases.

**January 2013 –
May 2013**

Legal Extern, Concord City Prosecutor's Office, Concord, NH
Conducted arraignments, bail arguments, and misdemeanor level trials in the 6th Circuit Court - Concord. Conducted legal research and writing, and drafted motions and objections for the court.

**August 2012 –
December 2012**

Student Attorney, UNH Law Criminal Practice Clinic, Concord, NH
Acted as counsel for criminal defendants under Rule 36.