

STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION

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44 me
Helen E. Hanks
Commissioner

Robin H. Maddaus
Director

May 15, 2020

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

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

REQUESTED ACTION

Pursuant to the provisions of Chapter 346:46 Laws of 2019, the New Hampshire Department of Corrections respectfully requests permission to transfer \$5,333,997 among accounts listed on the attached detailed exhibit to reallocate appropriations and cover projected budget shortfalls in personnel classes effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2020. 100% General Funds.

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

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02-46-46-460010-59280000 Business Information Unit				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 375,811	\$ (125,000)	\$ 250,811
020-500200	Current Expenses	\$ 203		\$ 203
039-500188	Telecommunications	\$ 3,191		\$ 3,191
060-500602	Benefits	\$ 155,621		\$ 155,621
070-500704	In-State Travel Reimbursement	\$ 460		\$ 460
103-502664	Contracts for Operational Services	\$ 120		\$ 120
	Total	\$ 535,406	\$ (125,000)	\$ 410,406
	REVENUES			
	Total General Funds	\$ 535,406	\$ (125,000)	\$ 410,406

02-46-46-460010-71010000 Commissioner's Office				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 200,443		\$ 200,443
011-500126	Personal Services - Unclassified	\$ 139,608		\$ 139,608
012-500128	Personal Services - Unclassified	\$ 131,357		\$ 131,357
020-500200	Current Expenses	\$ 13,340		\$ 13,340
022-500255	Rents - Leases Other Than State	\$ 1,981		\$ 1,981
026-500251	Organizational Dues	\$ 6,155		\$ 6,155
028-500292	Transfers to General Services	\$ 391,015		\$ 391,015
030-500331	Equipment New/Replacement	\$ 245,443		\$ 245,443
039-500188	Telecommunications	\$ 17,372		\$ 17,372
057-500531	Books Periodicals Subscriptions	\$ 965		\$ 965
060-500602	Benefits	\$ 236,062	\$ 14,400	\$ 250,462
066-500546	Employee Training	\$ 18,255		\$ 18,255
070-500704	In-State Travel Reimbursement	\$ 2,160		\$ 2,160
080-500714	Out of State Travel	\$ 4,751		\$ 4,751
089-501543	Transfer to DAS Maint Fund	\$ 26,745		\$ 26,745
103-502664	Contracts for Operational Services	\$ 82		\$ 82
211-500757	Catastrophic Casualty Insurance	\$ 21,794		\$ 21,794
	Total	\$ 1,457,528	\$ 14,400	\$ 1,471,928
	REVENUES			
	Total General Funds	\$ 1,457,528	\$ 14,400	\$ 1,471,928

02-46-46-460010-7170000 Parole Board				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 190,168	\$ (35,600)	\$ 154,568
011-500126	Personal Services - Unclassified	\$ 74,691		\$ 74,691
020-500200	Current Expenses	\$ 3,713		\$ 3,713
022-500255	Rents - Leases Other than State	\$ 2,243		\$ 2,243
026-500251	Organizational Dues	\$ 450		\$ 450
030-500331	Equipment New/Replacement	\$ 1,100		\$ 1,100
037-500173	Technology-Hardware	\$ 2,308		\$ 2,308
038-500175	Technology-Software	\$ 853		\$ 853
039-500188	Telecommunications	\$ 5,357		\$ 5,357
050-500109	Personal Service-Temp/Appointed	\$ 92,941		\$ 92,941
060-500602	Benefits	\$ 184,477		\$ 184,477
068-500565	Remuneration	\$ 65		\$ 65
070-500704	In-State Travel Reimbursement	\$ 15,322		\$ 15,322
103-502664	Contracts for Operational Services	\$ 450		\$ 450
230-500765	Interpreter Services	\$ 275		\$ 275
	Total	\$ 574,413	\$ (35,600)	\$ 538,813
	REVENUES			
	Total General Funds	\$ 574,413	\$ (35,600)	\$ 538,813

02-46-46-460010-8301000 Human Resources				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 599,974	\$ 3,500	\$ 603,474
020-500200	Current Expenses	\$ 34,828		\$ 34,828
022-500255	Rents - Leases Other than State	\$ 1,560		\$ 1,560
024-500225	Maint Other Than Build-Grn	\$ 3,600		\$ 3,600
030-500331	Equipment New/Replacement	\$ 3,733		\$ 3,733
039-500188	Telecommunications	\$ 5,805		\$ 5,805
050-500109	Personal Service-Temp/Appointed	\$ 101,196		\$ 101,196
060-500602	Benefits	\$ 388,728		\$ 388,728
070-500704	In-State Travel Reimbursement	\$ 1,218		\$ 1,218
101-500729	Medical Payments to Providers	\$ 14,395		\$ 14,395
102-500731	Contracts for Program Services	\$ 200,000		\$ 200,000
103-502664	Contracts for Operational Services	\$ 111		\$ 111
	Total	\$ 1,355,148	\$ 3,500	\$ 1,358,648
	REVENUES			
	Total General Funds	\$ 1,355,148	\$ 3,500	\$ 1,358,648

02-46-46-461010-83000000 Financial Services				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 917,405	\$ (58,800)	\$ 858,605
011-500126	Personal Services - Unclassified	\$ 108,449		\$ 108,449
018-500106	Overtime	\$ 8,425	\$ 6,400	\$ 14,825
020-500200	Current Expenses	\$ 2,978		\$ 2,978
022-500255	Rents - Leases Other than State	\$ 3,224		\$ 3,224
027-582703	Transfers to DoIT	\$ 3,802,108		\$ 3,802,108
030-500331	Equipment New/Replacement	\$ 915		\$ 915
039-500188	Telecommunications	\$ 91,508		\$ 91,508
050-500109	Personal Service-Temp/Appointed	\$ 77,240		\$ 77,240
060-500602	Benefits	\$ 501,069		\$ 501,069
070-500704	In-State Travel Reimbursement	\$ 280		\$ 280
103-502664	Contracts for Operational Services	\$ 180		\$ 180
	Total	\$ 5,513,781	\$ (52,400)	\$ 5,461,381
	REVENUES			
	Total General Funds	\$ 5,513,781	\$ (52,400)	\$ 5,461,381

02-46-46-461510-55410000 Classifications & Offender Records				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 679,067	\$ 15,000	\$ 694,067
018-500106	Overtime	\$ 100		\$ 100
020-500200	Current Expenses	\$ 1,310		\$ 1,310
022-500255	Rents - Leases Other than State	\$ 3,348		\$ 3,348
030-500331	Equipment New/Replacement	\$ 750		\$ 750
039-500188	Telecommunications	\$ 2,994		\$ 2,994
060-500602	Benefits	\$ 386,447	\$ 10,600	\$ 397,047
103-502664	Contracts for Operational Services	\$ 757		\$ 757
	Total	\$ 1,074,773	\$ 25,600	\$ 1,100,373
	REVENUES			
	Total General Funds	\$ 1,074,773	\$ 25,600	\$ 1,100,373

02-46-46-461510-8360000 Security & Training				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 401,873	\$ 17,500	\$ 419,373
011-500126	Personal Services - Unclassified	\$ 108,450		\$ 108,450
018-500106	Overtime	\$ 17,872		\$ 17,872
019-500105	Holiday Pay	\$ 6,038		\$ 6,038
020-500200	Current Expenses	\$ 2,612		\$ 2,612
030-500331	Equipment New/Replacement	\$ 18,609		\$ 18,609
039-500188	Telecommunications	\$ 1,742		\$ 1,742
050-500109	Personal Service-Temp/Appointed	\$ 86,289		\$ 86,289
060-500602	Benefits	\$ 275,794		\$ 275,794
066-500546	Employee Training	\$ 55,700		\$ 55,700
070-500704	In-State Travel Reimbursement	\$ 2,567		\$ 2,567
	Total	\$ 977,546	\$ 17,500	\$ 995,046
	REVENUES			
	Total General Funds	\$ 977,546	\$ 17,500	\$ 995,046

02-46-46-462510-59290000 Professional Standards				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,043,826		\$ 1,043,826
011-500126	Personal Services - Unclassified	\$ 96,355	\$ 4,405	\$ 100,760
018-500106	Overtime	\$ 34,000	\$ 70,100	\$ 104,100
019-500105	Holiday Pay	\$ 847	\$ 3,663	\$ 4,510
020-500200	Current Expenses	\$ 15,692		\$ 15,692
022-500255	Rents - Leases Other than State	\$ 1,524		\$ 1,524
030-500331	Equipment New/Replacement	\$ 12,780		\$ 12,780
039-500188	Telecommunications	\$ 8,793		\$ 8,793
050-500109	Personal Service-Temp/Appointed	\$ 156,621		\$ 156,621
057-500531	Books Periodicals Subscriptions	\$ 398		\$ 398
060-500602	Benefits	\$ 777,490		\$ 777,490
066-500546	Employee Training	\$ 9,750		\$ 9,750
070-500704	In-State Travel Reimbursement	\$ 18,373		\$ 18,373
080-500714	Out of State Travel	\$ 967		\$ 967
102-500731	Contracts for Program Services	\$ 8,600		\$ 8,600
103-502664	Contracts for Operational Services	\$ 186		\$ 186
	Total	\$ 2,186,202	\$ 78,168	\$ 2,264,370
	REVENUES			
	Total General Funds	\$ 2,186,202	\$ 78,168	\$ 2,264,370

02-46-46-463510-33720000 NH State Prison for Men				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 11,796,434	\$ (1,647,100)	\$ 10,149,334
011-500126	Personal Services - Unclassified	\$ 125,479		\$ 125,479
018-500106	Overtime	\$ 5,181,238	\$ 2,529,400	\$ 7,710,638
019-500105	Holiday Pay	\$ 458,564	\$ (16,603)	\$ 441,961
020-500200	Current Expenses	\$ 130,658		\$ 130,658
022-500255	Rents - Leases Other than State	\$ 19,768		\$ 19,768
023-500291	Heat-Electricity-Water	\$ 2,627,060		\$ 2,627,060
024-500225	Maint Other Than Build-Grn	\$ 8,850		\$ 8,850
030-500331	Equipment New/Replacement	\$ 99,993		\$ 99,993
039-500188	Telecommunications	\$ 40,440		\$ 40,440
050-500109	Personal Service-Temp/Appointed	\$ 382,701		\$ 382,701
060-500602	Benefits	\$ 9,841,520	\$ (216,800)	\$ 9,624,720
068-500565	Remuneration	\$ 518,430		\$ 518,430
070-500704	In-State Travel Reimbursement	\$ 106,683		\$ 106,683
103-502664	Contracts for Operational Services	\$ 47,684		\$ 47,684
242-500787	Transportation of Inmates	\$ 1,379		\$ 1,379
	Total	\$ 31,386,881	\$ 648,897	\$ 32,035,778
	REVENUES			
	Total General Funds	\$ 31,386,881	\$ 648,897	\$ 32,035,778

02-46-46-463510-33730000 Northern NH Correctional Fclty				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 6,178,030	\$ (600,000)	\$ 5,578,030
011-500126	Personal Services - Unclassified	\$ 84,508	\$ 26,467	\$ 110,975
018-500106	Overtime	\$ 1,601,995	\$ 818,000	\$ 2,419,995
019-500105	Holiday Pay	\$ 164,247	\$ 13,198	\$ 177,445
020-500200	Current Expenses	\$ 61,434		\$ 61,434
022-500255	Rents - Leases Other than State	\$ 3,014		\$ 3,014
023-500291	Heat-Electricity-Water	\$ 1,143,887		\$ 1,143,887
024-500225	Maint Other Than Build-Grn	\$ 16,600		\$ 16,600
030-500331	Equipment New/Replacement	\$ 26,413		\$ 26,413
039-500188	Telecommunications	\$ 44,480		\$ 44,480
050-500109	Personal Service-Temp/Appointed	\$ 151,760		\$ 151,760
060-500602	Benefits	\$ 4,956,730	\$ (448,500)	\$ 4,508,230
068-500565	Remuneration	\$ 244,701		\$ 244,701
070-500704	In-State Travel Reimbursement	\$ 81,539		\$ 81,539
102-500731	Contracts for Program Services	\$ 49,279		\$ 49,279
103-502664	Contracts for Operational Services	\$ 23,765		\$ 23,765
	Total	\$ 14,832,382	\$ (190,835)	\$ 14,641,547
	REVENUES			
	Total General Funds	\$ 14,832,382	\$ (190,835)	\$ 14,641,547

02-46-46-463510-33740000 NHSP/W - Prison for Women				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 3,119,716	\$ (690,000)	\$ 2,429,716
011-500126	Personal Services - Unclassified	\$ 109,649		\$ 109,649
018-500106	Overtime	\$ 887,768	\$ 627,000	\$ 1,514,768
019-500105	Holiday Pay	\$ 59,429	\$ 42,948	\$ 102,377
020-500200	Current Expenses	\$ 43,430		\$ 43,430
022-500255	Rents - Leases Other than State	\$ 4,256		\$ 4,256
023-500291	Heat-Electricity-Water	\$ 604,186		\$ 604,186
024-500225	Maint Other Than Build-Grn	\$ 990		\$ 990
030-500331	Equipment New/Replacement	\$ 2,020		\$ 2,020
039-500188	Telecommunications	\$ 25,546		\$ 25,546
050-500109	Personal Service-Temp/Appointed	\$ 161,657		\$ 161,657
060-500602	Benefits	\$ 2,518,406	\$ (350,000)	\$ 2,168,406
068-500565	Remuneration	\$ 88,516		\$ 88,516
070-500704	In-State Travel Reimbursement	\$ 12,389		\$ 12,389
102-500731	Contracts for Program Services	\$ 108,351		\$ 108,351
103-502664	Contracts for Operational Services	\$ 11,918		\$ 11,918
	Total	\$ 7,758,227	\$ (370,052)	\$ 7,388,175
	REVENUES			
	Total General Funds	\$ 7,758,227	\$ (370,052)	\$ 7,388,175

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02-46-46-464010-83020000 District Offices				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 5,996,848	\$ (98,500)	\$ 5,898,348
011-500126	Personal Services - Unclassified	\$ 109,649	\$ (35,972)	\$ 73,677
018-500106	Overtime	\$ 2,398		\$ 2,398
019-500105	Holiday Pay	\$ 295		\$ 295
020-500200	Current Expenses	\$ 85,690		\$ 85,690
022-500255	Rents - Leases Other than State	\$ 347,669		\$ 347,669
023-500291	Heat-Electricity-Water	\$ 13,620		\$ 13,620
024-500225	Maint Other Than Build-Grn	\$ 264		\$ 264
028-582814	Transfers to General Services	\$ 19,214		\$ 19,214
030-500331	Equipment New/Replacement	\$ 82,062		\$ 82,062
037-500173	Technology-Hardware	\$ 2,254		\$ 2,254
038-500175	Technology-Software	\$ 1,178		\$ 1,178
039-500188	Telecommunications	\$ 114,640		\$ 114,640
048-500226	Contractual Maint Build-Grn	\$ 7,700		\$ 7,700
050-500109	Personal Service-Temp/Appointed	\$ 23,027		\$ 23,027
057-500531	Books Periodicals Subscriptions	\$ 2,449		\$ 2,449
060-500602	Benefits	\$ 3,620,627	\$ (19,200)	\$ 3,601,427
068-500565	Remuneration	\$ 1,500		\$ 1,500
070-500704	In-State Travel Reimbursement	\$ 97,302		\$ 97,302
080-500714	Out of State Travel	\$ 100		\$ 100
089-501543	Transfer to DAS Maint Fund	\$ 1,221		\$ 1,221
102-500731	Contracts for Program Services	\$ 63,850		\$ 63,850
103-502664	Contracts for Operational Services	\$ 3,769		\$ 3,769
	Total	\$ 10,597,326	\$ (153,672)	\$ 10,443,654
	REVENUES			
	Total General Funds	\$ 10,597,326	\$ (153,672)	\$ 10,443,654

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02-46-46-464510-4106000 Concord Transitional Work Ctr				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 676,621		\$ 676,621
018-500106	Overtime	\$ 129,778	\$ 197,100	\$ 326,878
019-500105	Holiday Pay	\$ 21,226	\$ 2,967	\$ 24,193
020-500200	Current Expenses	\$ 5,190		\$ 5,190
022-500255	Rents - Leases Other than State	\$ 1,687		\$ 1,687
024-500225	Maint Other Than Build-Grn	\$ 61,434		\$ 61,434
023-500291	Heat-Electricity-Water	\$ 264		\$ 264
030-500331	Equipment New/Replacement	\$ 909		\$ 909
039-500188	Telecommunications	\$ 2,688		\$ 2,688
050-500109	Personal Service-Temp/Appointed	\$ 26,732		\$ 26,732
060-500602	Benefits	\$ 524,550		\$ 524,550
068-500565	Remuneration	\$ 111,492		\$ 111,492
070-500704	In-State Travel Reimbursement	\$ 80		\$ 80
103-502664	Contracts for Operational Services	\$ 15,010		\$ 15,010
	Total	\$ 1,577,661	\$ 200,067	\$ 1,777,728
	REVENUES			
	Total General Funds	\$ 1,577,661	\$ 200,067	\$ 1,777,728

02-46-46-464510-51720000 Shea Farm				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 560,169	\$ (68,000)	\$ 492,169
018-500106	Overtime	\$ 116,343	\$ 68,000	\$ 184,343
019-500105	Holiday Pay	\$ 11,388	\$ 5,174	\$ 16,562
020-500200	Current Expenses	\$ 4,351		\$ 4,351
022-500255	Rents - Leases Other than State	\$ 1,687		\$ 1,687
023-500291	Heat-Electricity-Water	\$ 37,769		\$ 37,769
024-500225	Maint Other Than Build-Grn	\$ 264		\$ 264
030-500331	Equipment New/Replacement	\$ 103,243		\$ 103,243
039-500188	Telecommunications	\$ 4,891		\$ 4,891
060-500602	Benefits	\$ 439,046	\$ (38,000)	\$ 401,046
070-500704	In-State Travel Reimbursement	\$ 2,017		\$ 2,017
103-502664	Contracts for Operational Services	\$ 2,755		\$ 2,755
	Total	\$ 1,283,923	\$ (32,826)	\$ 1,251,097
	REVENUES			
	Total General Funds	\$ 1,283,923	\$ (32,826)	\$ 1,251,097

02-46-46-464510-60430000 Community Corrections				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 534,224	\$ (25,000)	\$ 509,224
011-500126	Personal Services - Unclassified	\$ 108,449	\$ (4,808)	\$ 103,641
020-500200	Current Expenses	\$ 1,582		\$ 1,582
030-500331	Equipment New/Replacement	\$ 518		\$ 518
039-500188	Telecommunications	\$ 1,756		\$ 1,756
060-500602	Benefits	\$ 353,133		\$ 353,133
068-500565	Remuneration	\$ 6,339		\$ 6,339
070-500704	In-State Travel Reimbursement	\$ 3,608		\$ 3,608
	Total	\$ 1,009,609	\$ (29,808)	\$ 979,801
	REVENUES			
	Total General Funds	\$ 1,009,609	\$ (29,808)	\$ 979,801

02-46-46-464510-71070000 North End House				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 335,237	\$ (25,200)	\$ 310,037
018-500106	Overtime	\$ 55,330	\$ 33,300	\$ 88,630
019-500105	Holiday Pay	\$ 10,342		\$ 10,342
020-500200	Current Expenses	\$ 3,637		\$ 3,637
022-500255	Rents - Leases Other than State	\$ 1,687		\$ 1,687
023-500291	Heat-Electricity-Water	\$ 40,647		\$ 40,647
024-500225	Maint Other Than Build-Grn	\$ 264		\$ 264
030-500331	Equipment New/Replacement	\$ 1,439		\$ 1,439
039-500188	Telecommunications	\$ 3,916		\$ 3,916
060-500602	Benefits	\$ 278,407	\$ (8,300)	\$ 270,107
070-500704	In State Travel Reimbursement	\$ 50		\$ 50
	Total	\$ 730,956	\$ (200)	\$ 730,756
	REVENUES			
	Total General Funds	\$ 730,956	\$ (200)	\$ 730,756

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02-46-46-464510-78740000 Calumet House				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 612,065	\$ (19,800)	\$ 592,265
018-500106	Overtime	\$ 97,548	\$ 109,700	\$ 207,248
019-500105	Holiday Pay	\$ 17,311	\$ 4,548	\$ 21,859
020-500200	Current Expenses	\$ 3,209		\$ 3,209
022-500255	Rents - Leases Other than State	\$ 1,687		\$ 1,687
023-500291	Heat-Electricity-Water	\$ 54,529		\$ 54,529
024-500225	Maint Other Than Build-Grn	\$ 264		\$ 264
030-500331	Equipment New/Replacement	\$ 7,716		\$ 7,716
039-500188	Telecommunications	\$ 3,852		\$ 3,852
060-500602	Benefits	\$ 402,570	\$ 41,600	\$ 444,170
070-500704	In-State Travel Reimbursement	\$ 4,462		\$ 4,462
103-502664	Contracts for Operational Services	\$ 5,081		\$ 5,081
	Total	\$ 1,210,294	\$ 136,048	\$ 1,346,342
	REVENUES			
	Total General Funds	\$ 1,210,294	\$ 136,048	\$ 1,346,342

02-46-46-465010-58330000 Secure Psychiatric Unit				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,967,473	\$ (68,900)	\$ 1,898,573
018-500106	Overtime	\$ 341,621	\$ 267,000	\$ 608,621
019-500105	Holiday Pay	\$ 49,099	\$ 10,409	\$ 59,508
020-500200	Current Expenses	\$ 32,496		\$ 32,496
022-500255	Rents - Leases Other than State	\$ 1,966		\$ 1,966
024-500225	Maint Other Than Build-Grn	\$ 990		\$ 990
030-500331	Equipment New/Replacement	\$ 11,642		\$ 11,642
039-500188	Telecommunications	\$ 6,372		\$ 6,372
050-500109	Personal Service-Temp/Appointed	\$ 60,704		\$ 60,704
060-500602	Benefits	\$ 1,358,154	\$ (44,700)	\$ 1,313,454
068-500565	Remuneration	\$ 44,193		\$ 44,193
070-500704	In-State Travel Reimbursement	\$ 1,997		\$ 1,997
101-500730	Medical Payments to Providers	\$ 90,558		\$ 90,558
103-502664	Contracts for Operational Services	\$ 2,803		\$ 2,803
	Total	\$ 3,970,068	\$ 163,809	\$ 4,133,877
	REVENUES			
	Total General Funds	\$ 3,970,068	\$ 163,809	\$ 4,133,877

02-46-46-465010-82310000 Mental Health				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,295,719	\$ (113,300)	\$ 1,182,419
018-500106	Overtime	\$ 200		\$ 200
020-500200	Current Expenses	\$ 4,226		\$ 4,226
022-500255	Rents - Leases Other than State	\$ 2,148		\$ 2,148
030-500331	Equipment New/Replacement	\$ 102,555		\$ 102,555
039-500188	Telecommunications	\$ 3,320		\$ 3,320
049-584995	Transfer to Other State Agencies	\$ 26,151		\$ 26,151
057-500531	Books Periodicals Subscriptions	\$ 9,200		\$ 9,200
060-500602	Benefits	\$ 728,410	\$ (41,600)	\$ 686,810
070-500704	In State Travel Reimbursement	\$ 1,399		\$ 1,399
101-500730	Medical Payments to Providers	\$ 6,167,911		\$ 6,167,911
103-502664	Contracts for Operational Services	\$ 100		\$ 100
	Total	\$ 8,341,339	\$ (154,900)	\$ 8,186,439
	REVENUES			
	Total General Funds	\$ 8,341,339	\$ (154,900)	\$ 8,186,439

02-46-46-465010-82340000 Medical - Dental				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 4,207,437	\$ (245,000)	\$ 3,962,437
012-500128	Personal Services - Unclassified	\$ 117,806	\$ 9,908	\$ 127,714
018-500106	Overtime	\$ 226,051	\$ 80,000	\$ 306,051
019-500105	Holiday Pay -	\$ 62,350	\$ 9,615	\$ 71,965
020-500200	Current Expenses	\$ 223,876		\$ 223,876
022-500255	Rents - Leases Other than State	\$ 4,870		\$ 4,870
030-500331	Equipment New/Replacement	\$ 120,266		\$ 120,266
039-500188	Telecommunications	\$ 23,382		\$ 23,382
050-500109	Personal Service-Temp/Appointed	\$ 94,521		\$ 94,521
057-500531	Books Periodicals Subscriptions	\$ 199		\$ 199
060-500602	Benefits	\$ 2,335,114	\$ (23,000)	\$ 2,312,114
070-500704	In State Travel Reimbursement	\$ 5,471		\$ 5,471
101-500729	Medical Payments to Providers	\$ 7,572,737		\$ 7,572,737
102-500731	Contracts for Program Services	\$ 18,252		\$ 18,252
103-502664	Medical Payments to Providers	\$ 4,092		\$ 4,092
230-500765	Interpreter Services	\$ 828		\$ 828
	Total	\$ 15,017,252	\$ (168,477)	\$ 14,848,775
	REVENUES			
	Total General Funds	\$ 15,017,252	\$ (168,477)	\$ 14,848,775

02-46-46-465010-82350000 Residential Treatment Program

Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,534,356	\$ (44,900)	\$ 1,489,456
018-500106	Overtime	\$ 266,516	\$ 96,700	\$ 363,216
019-500105	Holiday Pay	\$ 31,081		\$ 31,081
020-500200	Current Expenses	\$ 17,965		\$ 17,965
030-500331	Equipment New/Replacement	\$ 6,865		\$ 6,865
039-500188	Telecommunications	\$ 6,511		\$ 6,511
060-500602	Benefits	\$ 1,118,421	\$ (51,300)	\$ 1,067,121
070-500704	In State Travel Reimbursement	\$ 1,892		\$ 1,892
103-502664	Contracts for Operational Services	\$ 567		\$ 567
	Total	\$ 2,984,174	\$ 500	\$ 2,984,674
	REVENUES			
	Total General Funds	\$ 2,984,174	\$ 500	\$ 2,984,674

02-46-46-465010-82360000 Pharmacy

Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 695,371	\$ 50,000	\$ 745,371
018-500106	Overtime	\$ 4,169		\$ 4,169
019-500105	Holiday Pay	\$ 7,265	\$ (7,265)	\$ -
020-500200	Current Expenses	\$ 27,433		\$ 27,433
022-500255	Rents - Leases Other than State	\$ 177,640		\$ 177,640
039-500188	Telecommunications	\$ 2,248		\$ 2,248
060-500602	Benefits	\$ 304,354		\$ 304,354
070-500704	In-State Travel Reimbursement	\$ 255		\$ 255
100-500726	Prescription Drug Expenses	\$ 5,158,724		\$ 5,158,724
103-502664	Contracts for Operational Services	\$ 406		\$ 406
	Total	\$ 6,377,865	\$ 42,735	\$ 6,420,600
	REVENUES			
	Total General Funds	\$ 6,377,865	\$ 42,735	\$ 6,420,600

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02-46-46-465510-66320000 Maintenance				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,144,471		\$ 1,144,471
018-500106	Overtime	\$ 92,260	\$ 37,800	\$ 130,060
019-500105	Holiday Pay	\$ 6,294	\$ (1,049)	\$ 5,245
020-500200	Current Expenses	\$ 55,080		\$ 55,080
022-500255	Rents - Leases Other than State	\$ 2,006		\$ 2,006
024-500225	Maint Other Than Build-Grn	\$ 100,771		\$ 100,771
039-500188	Telecommunications	\$ 4,133		\$ 4,133
047-500240	Own Forces Maint Build-Grn	\$ 236,576		\$ 236,576
048-500226	Contractual Maint Build-Grn	\$ 395,995		\$ 395,995
050-500109	Personal Service-Temp/Appointed	\$ 26,797		\$ 26,797
060-500602	Benefits	\$ 698,252		\$ 698,252
070-500704	In-State Travel Reimbursement	\$ 20,183		\$ 20,183
	Total	\$ 2,782,818	\$ 36,751	\$ 2,819,569
	REVENUES			
	Total General Funds	\$ 2,782,818	\$ 36,751	\$ 2,819,569

02-46-46-465510-66330000 Laundry				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 176,109		\$ 176,109
018-500106	Overtime	\$ 8,705	\$ 10,000	\$ 18,705
019-500105	Holiday Pay	\$ 785	\$ 1,295	\$ 2,080
020-500200	Current Expenses	\$ 42,247		\$ 42,247
030-500331	Equipment New/Replacement	\$ 1,241		\$ 1,241
039-500188	Telecommunications	\$ 612		\$ 612
060-500602	Benefits	\$ 109,871	\$ 13,000	\$ 122,871
	Total	\$ 339,570	\$ 24,295	\$ 363,865
	REVENUES			
	Total General Funds	\$ 339,570	\$ 24,295	\$ 363,865

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02-46-46-465510-66340000 Kitchen				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 901,058	\$ (50,200)	\$ 850,858
018-500106	Overtime	\$ 67,625	\$ 6,100	\$ 73,725
019-500105	Holiday Pay	\$ 27,322		\$ 27,322
020-500200	Current Expenses	\$ 90,937		\$ 90,937
021-500211	Food Institutions	\$ 2,730,118		\$ 2,730,118
022-500255	Rents - Leases Other than State	\$ 480		\$ 480
030-500331	Equipment New/Replacement	\$ 104,526		\$ 104,526
039-500188	Telecommunications	\$ 1,232		\$ 1,232
060-500602	Benefits	\$ 651,945		\$ 651,945
	Total	\$ 4,575,243	\$ (44,100)	\$ 4,531,143
	REVENUES			
	Total General Funds	\$ 4,575,243	\$ (44,100)	\$ 4,531,143

02-46-46-463010-66350000 Warehouse				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 347,716	\$ (9,500)	\$ 338,216
018-500106	Overtime	\$ 800	\$ 3,400	\$ 4,200
019-500105	Holiday Pay	\$ 115		\$ 115
020-500200	Current Expenses	\$ 568,475		\$ 568,475
022-500255	Rents - Leases Other than State	\$ 3,052		\$ 3,052
023-500291	Heat-Electricity-Water	\$ 94,878		\$ 94,878
030-500331	Equipment New/Replacement	\$ 32,254		\$ 32,254
039-500188	Telecommunications	\$ 4,480		\$ 4,480
050-500109	Personal Service-Temp/Appointed	\$ 23,027		\$ 23,027
060-500602	Benefits	\$ 225,719		\$ 225,719
070-500704	In-State Travel Reimbursement	\$ 4,788		\$ 4,788
103-502664	Contracts for Operational Services	\$ 1,447		\$ 1,447
	Total	\$ 1,306,751	\$ (6,100)	\$ 1,300,651
	REVENUES			
	Total General Funds	\$ 1,306,751	\$ (6,100)	\$ 1,300,651

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02-46-46-469010-82320000 Programs				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 3,629,579	\$ 72,100	\$ 3,701,679
018-500106	Overtime	\$ 498	\$ 1,700	\$ 2,198
019-500105	Holiday Pay	\$ 515		\$ 515
020-500200	Current Expenses	\$ 9,287		\$ 9,287
022-500255	Rents - Leases Other than State	\$ 6,721		\$ 6,721
023-500291	Heat-Electricity-Water	\$ 1,568		\$ 1,568
030-500331	Equipment New/Replacement	\$ 11,475		\$ 11,475
039-500188	Telecommunications	\$ 12,021		\$ 12,021
050-500109	Personal Service-Temp/Appointed	\$ 31,463		\$ 31,463
057-500531	Books Periodicals Subscriptions	\$ 12,703		\$ 12,703
060-500602	Benefits	\$ 2,339,662	\$ (102,100)	\$ 2,237,562
070-500704	In-State Travel Reimbursement	\$ 1,304		\$ 1,304
102-500731	Contract for Program Services	\$ -		\$ -
230-500765	Interpreter Services	\$ 448		\$ 448
	Total	\$ 6,057,244	\$ (28,300)	\$ 6,028,944
	REVENUES			
	Total General Funds	\$ 6,057,244	\$ (28,300)	\$ 6,028,944

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EXPLANATION

The Department requests to transfer \$5,333,997 among various General Fund accounting units, Class 010 *Personal Services-Permanent*, Class 011 *Personal Services-Unclassified*, Class 012 *Personal Services-Unclassified*, Class 018 *Overtime*, and Class 060 *Benefits* as summarized in the attached detail to address current and anticipated deficits in Class 10 *Personal Services-Permanent*, Class 011 *Personal Services-Unclassified*, Class 012 *Personal Services-Unclassified*, Class 018 *Overtime*, Class 19 *Holiday Pay*, and Class 060 *Benefits* in various accounting units.

Class 010 *Personal Services-Permanent* has an estimated net surplus of \$3,766,700 as a result of departmental vacancies. Critical needs exist to fill both security and other direct care positions. Despite increased recruiting efforts, the Department has had difficulty attracting an adequate number of qualified candidates to address this need.

Class 11 *Personal Services-Unclassified* has an estimated net surplus of \$9,908 due to a vacancy.

Class 12 *Personal Services-Unclassified* has an estimated shortfall of \$9,908 due to a position being paid at a higher than budgeted amount.

Class 018 *Overtime* has a projected fiscal year shortfall of \$4,961,700 at this time. Position vacancies have resulted in a need for overtime to maintain institutional security and resident care.

Class 019 *Holiday Pay* has an estimated net deficit of \$68,900 due to higher projected expenses than was budgeted.

Class 060 *Benefits* has an estimated surplus of \$1,263,900 due to existing position vacancies.

Transfer \$3,924,800 from Class 010 *Personal Services-Permanent*:

- \$1,647,100 from accounting unit 3372 NH State Prison for Men
- \$ 600,000 from accounting unit 3373 Northern NH Correctional Facility
- \$ 690,000 from accounting unit 3374 NH Correctional Facility/Women
- \$ 68,000 from accounting unit 5172 Shea Farm-Transitional Housing
- \$ 68,900 from accounting unit 5833 Secure Psychiatric Unit
- \$ 125,000 from accounting unit 5928 Business Information Unit
- \$ 25,000 from accounting unit 6043 Community Corrections
- \$ 50,200 from accounting unit 6634 Kitchen
- \$ 9,500 from accounting unit 6635 Warehouse
- \$ 25,200 from accounting unit 7107 North End-Transitional Housing
- \$ 35,600 from accounting unit 7170 Parole Board
- \$ 19,800 from accounting unit 7874 Calumet-Transitional Housing
- \$ 113,300 from accounting unit 8231 Mental Health
- \$ 245,000 from accounting unit 8234 Medical-Dental
- \$ 44,900 from accounting unit 8235 Residential Treatment Program
- \$ 58,800 from accounting unit 8300 Financial Services
- \$ 98,500 from accounting unit 8302 District Offices

Transfer \$40,780 from Class 011 *Personal Services-Unclassified*:

- \$ 4,808 from accounting unit 6043 Community Corrections
- \$ 35,972 from accounting unit 8302 District Offices

Transfer \$24,917 from Class 019 *Holiday Pay*:

- \$ 16,603 from accounting unit 3372 NH State Prison for Men
- \$ 1,049 from accounting unit 6632 Maintenance
- \$ 7,265 from accounting unit 8236 Pharmacy

Transfer \$1,343,500 from Class 060 *Benefits*:

- \$ 216,800 from accounting unit 3372 NH State Prison for Men
- \$ 448,500 from accounting unit 3373 Northern NH Correctional Facility
- \$ 350,000 from accounting unit 3374 NH Correctional Facility/Women
- \$ 38,000 from accounting unit 5172 Shea Farm-Transitional Housing
- \$ 44,700 from accounting unit 5833 Secure Psychiatric Unit
- \$ 8,300 from accounting unit 7107 North End-Transitional Housing
- \$ 41,600 from accounting unit 8231 Mental Health
- \$ 102,100 from accounting unit 8232 Programs
- \$ 23,000 from accounting unit 8234 Medical-Dental
- \$ 51,300 from accounting unit 8235 Residential Treatment Program
- \$ 19,200 from accounting unit 8302 District Offices

Transfer \$158,100 to Class 010 *Personal Services-Permanent*:

- \$ 15,000 to accounting unit 5541 Classifications & Offender Records
- \$ 72,100 to accounting unit 8232 Programs
- \$ 50,000 to accounting unit 8236 Pharmacy
- \$ 3,500 to accounting unit 8301 Human Resources
- \$ 17,500 to accounting unit 8360 Security & Training

Transfer \$30,872 to Class 011 *Personal Services-Unclassified*:

- \$ 26,467 to accounting unit 3373 Northern NH Correctional Facility
- \$ 4,405 to accounting unit 5929 Professional Standards

Transfer \$9,908 to Class 012 *Personal Services-Unclassified*:

- \$ 9,908 to accounting unit 8234 Medical-Dental

Transfer \$4,961,700 to Class 018 *Overtime*:

- \$2,529,400 to accounting unit 3372 NH State Prison for Men
- \$ 818,000 to accounting unit 3373 Northern NH Correctional Facility
- \$ 627,000 to accounting unit 3374 NH Correctional Facility/Women
- \$ 197,100 to accounting unit 4106 Concord Transitional Work Ctr
- \$ 68,000 to accounting unit 5172 Shea Farm-Transitional Housing

- \$ 267,000 to accounting unit 5833 Secure Psychiatric Unit
- \$ 70,100 to accounting unit 5929 Professional Standards
- \$ 37,800 to accounting unit 6632 Maintenance
- \$ 10,000 to accounting unit 6633 Laundry
- \$ 6,100 to accounting unit 6634 Kitchen
- \$ 3,400 to accounting unit 6635 Warehouse
- \$ 33,300 to accounting unit 7107 North End-Transitional Housing
- \$ 109,700 to accounting unit 7874 Calumet-Transitional Housing
- \$ 1,700 to accounting unit 8232 Programs
- \$ 80,000 to accounting unit 8234 Medical-Dental
- \$ 96,700 to accounting unit 8235 Residential Treatment
- \$ 6,400 to accounting unit 8300 Financial Services

Transfer \$93,817 to Class 019 *Holiday Pay*:

- \$ 13,198 to accounting unit 3373 Northern NH Correctional Felty
- \$ 42,948 to accounting unit 3374 NH Correctional Facility/Women
- \$ 2,967 to accounting unit 4106 Concord Transitional Work Ctr
- \$ 5,174 to accounting unit 5172 Shea Farm-Transitional Housing
- \$ 10,409 to accounting unit 5833 Secure Psychiatric Unit
- \$ 3,663 to accounting unit 5929 Professional Standards
- \$ 1,295 to accounting unit 6633 Laundry
- \$ 4,548 to accounting unit 7874 Calumet-Transitional Housing
- \$ 9,615 to accounting unit 8234 Medical-Dental

Transfer \$79,600 to Class 060 *Benefits*:

- \$ 10,600 to accounting unit 5541 Classifications & Offender Records
- \$ 13,000 to accounting unit 6633 Laundry
- \$ 14,400 to accounting unit 7101 Commissioner's Office
- \$ 41,600 to accounting unit 7874 Calumet-Transitional Housing

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 is required to maintain institutional security.

D. Identify the source of the funds on all accounts listed on this transfer.

All accounting units are 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?

General Funds- All Classes, if not fully expended, will lapse with the exception of Class 018 *Overtime* where any available balance is brought forward.

G. Are personnel services involved?

No new positions are being funded by this transfer.

Respectfully Submitted,



Helen E. Hanks
Commissioner