

30 Jm



State of New Hampshire

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

VICKI V. QUIRAM
Commissioner
(603) 271-3201

SARA J. WILLINGHAM
Director
(603) 271-3261

June 22, 2016

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

REQUESTED ACTION

Pursuant to RSA 99-E: 7, Suggestion and Extraordinary Service Award Program, the State Suggestion and Extraordinary Service Award Evaluation Committee respectfully requests approval to award a net sum of \$1,000.00 each to Jeffrey Silver, Michelle Jeglinski and Amy Lauzon from the Department of Health and Human Services, effective upon Governor and Council approval.

EXPLANATION

The Suggestion and Extraordinary Service Award Program provides for monetary and non-monetary recognition to classified executive branch employees who perform extraordinary services or who provide original suggestions of substantial value to the State. RSA 99-E integrates each Department into the process of reviewing employee suggestions and services by incorporating the input of Departmental award evaluation committees who are authorized to forward suggestions to the State Committee.

The State Committee received a written submission from the Department of Health and Human Services nominating Jeffrey Silver, Information Technology Manager IV, Michelle Jeglinski, Systems Development Specialist IV and Amy Lauzon, Business System Analyst I, for monetary recognition in the development and implementation of a Legislative Tracking Database. The developed database automates the prior manual process by downloading directly from the General Court website with accurate and up-to-date legislative information for budget and policy decision making. This automated process saves countless hours by saving high volumes of paperwork along with the laborious tasks of accurately tracking legislation. Currently Health & Human Services and the New Hampshire Insurance Department have saved hours of staff time and other state agencies have expressed an interest in use of database.

Under RSA 99-E, a fund of \$10,000 has been established in the Governor's Office for the implementation of this program. Maximum award amounts and a suggested table of monetary awards appear in the statute at RSA 99-E: 7. In this case, the Committee has decided to recommend an award of a net sum of \$1,000.00 each to Mr. Silver, Ms. Jeglinski and Ms. Lauzon for demonstrating abilities and efforts above and beyond any standard performance in ensuring cost savings to the State of New Hampshire.

Whether or not to issue any monetary award is a matter that is solely in the discretion of the Governor and Council. The Committee believes that this nomination presents an example of the type of extraordinary service that merits recognition under RSA 99-E. It therefore respectfully requests approval of the award contemplated herein.

Respectfully submitted,



Vicki V. Quiram
Commissioner



Sara J. Willingham,
Director of Personnel
Committee Chair