



Lori A. Shibinette
Commissioner

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Interim Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES

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May 18, 2021

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

REQUESTED ACTION

Pursuant to New Hampshire RSA 21-I:54, authorize the Department of Health and Human Services, Division for Public Health Services, to **retroactively** continue two full-time temporary Licensing and Evaluation Coordinators, Positions #8T2965 and #8T2966, salary grade 20 effective January 6, 2021 upon Governor and Council approval through January 6, 2022. 100% General Funds.

Funding is available in account Food Protection as follows:


		FY 2021	FY 2022
05-95-90-901510-53900000-050-500109	Part Time Salaries	\$48,023	\$65,487
05-95-90-901510-53900000-060-500601	Benefits	\$30,324	\$41,352

EXPLANATION

This request is **retroactive** because the financial management staff of the Division has been working over capacity since the onset of the COVID-19 pandemic. The financial response needed to cover the everyday regular work coupled with the overwhelming amounts of work required for the pandemic response caused staff to overlook the expiration of these positions.

The Licensing and Evaluation Coordinators positions were created pursuant to the recommendations that came out of the Office of Legislative Budget Assistant's (LBA) Performance Audit of July 2015. These full-time positions support the Food Protection program, performing inspections of approximately 500 food establishments each. These inspections were previously assigned to other staff who were each responsible for over 650 food establishments. Increasing inspection frequency was one of the recommendations of the 2015 LBA Performance Audit of the Food Protection Section's (FPS) retail food establishment program, which covers 4,600 licensed food establishments statewide. The FPS current capacity for inspection frequency for this program was at only one third of the Food and Drug Administration's recommended frequency of inspections. These full-time positions added a capacity to cover approximately 500 inspections annually. This is critical for increasing the protective effect of FPS oversight and thus the safety of the food supply accessible to the public in NH. Continuing these positions is critical for FPS to continue its work to implement critical food safety improvements as recommended in the 2015 LBA audit.

Respectfully submitted,


Lori A. Shibinette
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