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GEORGE N. COPADIS, COMMISSIONER  
 RICHARD J. LAVERS, DEPUTY COMMISSIONER

November 21, 2016

Her Excellency, Governor Margaret Wood Hassan  
 And the Honorable Council  
 State House  
 Concord, NH 03301

REQUESTED ACTION

Pursuant to the provisions of RSA 21-I:54, the Department of Employment Security is requesting to extend the following position in a temporary status for one year. The estimated fiscal impact to SFY 2017-2018 to extend this position is \$46,275.83. This position will be funded through existing federal funds, account #010-02700-80400000-059.

Position#	Classification	Labor Grade	Supervisor	Expiration Date
9T2673	Program Specialist II	21	Colleen O'Neill	12/16/2016

EXPLANATION

This position is vital to the NHES UI Integrity Section to provide programmatic support and technical assistance in the prevention, detection and reduction of improper payments to further the goals and objectives of NH Employment Security's UI Integrity Cross-Functional Task Force and UI Integrity Strategic Plan.

Sincerely,

Richard J. Lavers  
 Deputy Commissioner

**Revels, Jill**

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**From:** Caldwell, Penny  
**Sent:** Monday, November 21, 2016 4:35 PM  
**To:** Revels, Jill  
**Cc:** Lavers, Richard  
**Subject:** FW: Temp Position Extension Request  
**Attachments:** NHES Extensions November 17 2016.doc

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**From:** Willingham, Sara J.  
**Sent:** Friday, November 18, 2016 8:22 AM  
**To:** Caldwell, Penny  
**Subject:** RE: Temp Position Extension Request

Approved.

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**From:** Caldwell, Penny  
**Sent:** Thursday, November 17, 2016 4:09 PM  
**To:** Willingham, Sara J.  
**Subject:** Temp Position Extension Request  
**Importance:** High

For your consideration. Thank you

~Penny Caldwell  
HR Administrator II  
(603) 228-4058

# STATE OF NEW HAMPSHIRE

## Inter-Department Communication

**To:** Sara Willingham, Director

**Date:** November 17, 2016

**From:** Penny L. Caldwell  
HR Administrator II

**Office:** NH Employment Security

**Subject:** Request to Extend Position

Pursuant to the provisions of RSA 21.I:54, the Department of Employment Security is requesting to extend the following position in a temporary status for one year.

Position#	Classification	Labor Grade	Supervisor	Expiration Date
9T2673	Program Specialist II	21	Colleen O'Neill	12/16/2016

### **Position#9T2673, Program Specialist II, Integrity Task Coordinator**

This temporary position was established with Federal grant funds awarded to the State of New Hampshire to assist with improving and enhancing the Department's Unemployment Insurance Program fraud prevention, detection and recovery efforts.

The Program Specialist II (Integrity Task Force Coordinator) is responsible for providing programmatic support and technical assistance in the prevention, detection and reduction of improper payments to further the goals and objectives of NH Employment Security's UI Integrity Cross-Functional Task Force and UI Integrity Strategic Plan.

This position has been instrumental in assisting the NHES UI Integrity Section with meeting its fraud prevention and detection activities as well as continuous program improvement and reporting requirements in accordance with all state and federal laws, regulations and program guidelines.

The Integrity Task Force Coordinator's specific accountabilities include but are not limited to coordinating the activities of the NHES Cross-Functional UI Integrity Task Force, researching and analyzing performance data, tracking and maintaining metrics, preparing regular progress reports to make recommendations for business and technical process improvements to the Assistant to the Commissioner and the UI Integrity Task Force and providing technical and administrative support to the UI Integrity Section (e.g., Quality Control Unit, Benefit Payment Control Unit) and other sections within the Department to test system changes, resolve issues and answer questions to facilitate the timely implementation of program changes. .

These positions are 100% federally funded.