

GEORGE N. COPADIS, COMMISSIONER

RICHARD J. LAVERS, DEPUTY COMMISSIONER

September 18, 2019

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

REQUESTED ACTION

Authorize the Department of Employment Security (NHES) to retroactively accept funds in the amount of \$42,219 from the Department of Health and Human Services, Division of Economic and Housing Stability (DHHS), for outreach activities provided under the Memorandum of Understanding (MOU) approved by Governor and Council as Item #14 on September 18, 2019. 100% Other Funds. Funding to be budgeted as follows:

02-27-027-270010-80400000 EMPLOYMENT SECURITY

CLASS	ACCOUNT	CLASS TITLE	CURRENT AUTHORIZED BUDGET	REQUESTED ACTION	CURRENT ADJUSTED BUDGET
REVENUE					
001	484947	OTHER FUNDS	71,077	42,219	113,296
003	407549	REVOLVING FUNDS	2,983,597	-	2,983,597
007	406443	AGENCY INCOME	59,553	-	59,553
009	402338	AGENCY INCOME	180,632	-	180,632
000	404625	FEDERAL FUNDS	5,674,344	-	5,674,344
		TOTAL REVENUE	8,969,203	42,219	9,011,422
EXPENDITURE					
010	500100	PS PERMANENT	3,296,817	-	3,296,817
011	500126	PS UNCLASSIFIED	59,409	-	59,409
012	500128	PS UNCLASSIFIED	27,299	-	27,299
013	500132	PS UNCLASSIFIED	91,566	-	91,566
018	500106	OVERTIME	6,250	-	6,250
019	500105	HOLIDAY PAY	250	-	250
020	500200	CURRENT EXP	138,288	-	138,288
022	500248	RENTS	85,319	-	85,319
023	500291	UTILITIES	101,098	-	101,098
024	500225	MAINT NON B&G	58,451	-	58,451
026	500251	ORG DUES	6,250	-	6,250
027	582703	DOIT	1,065,090	-	1,065,090
028	582814	XFR TO GS	6,250	-	6,250
030	500301	EQUIPMENT	2,220	-	2,220
037	500172	TECH-HDWR	1,250	-	1,250
038	509038	TECH-SFTWR	447,916	-	447,916
039	500188	TELECOMM	126,381	-	126,381
040	500800	INDIRECT COSTS	60,340	-	60,340
041	500801	AUDIT FEE SET ASIDE	5,000	-	5,000
042	500620	ADDTL FRINGE BENEFIT	283,250	-	283,250
046	500466	CONSULTANTS	1,625	-	1,625

CLASS	ACCOUNT	CLASS TITLE	CURRENT AUTHORIZED BUDGET	REQUESTED ACTION	CURRENT ADJUSTED BUDGET
047	500240	OWN FORCES B&G	2,500	-	2,500
048	500226	CONTR MAINT B&G	59,750	-	59,750
049	584922	XFR TO OTHER AGENCY	506,957	-	506,957
050	500109	PS PART TIME	187,025	26,000	213,025
057	500534	BOOK/PUBS	2,825	-	2,825
059	500117	TEMP FULL TIME	152,958	-	152,958
060	500601	BENEFITS	2,019,368	14,219	2,033,587
061	500536	UNEMPLOYMENT COMP	1,250	-	1,250
062	500538	WORKERS COMP	31,250	-	31,250
065	500542	BOARD EXPENSES	3,750	-	3,750
066	500544	EMPLOYEE TRAINING	2,500	-	2,500
070	500704	IN STATE TRAVEL	23,975	2,000	25,975
080	500710	OUT OF STATE TRAVEL	9,250	-	9,250
102	500731	CONTR PROG SVC	31,250	-	31,250
103	500735	CONTR OPER SVC	56,151	-	56,151
229	500764	SHERIFF REIMB	2,000	-	2,000
230	500765	INTERPRETER	6,125	-	6,125
		TOTAL EXPENDITURE	8,969,203	42,219	9,011,422

EXPLANATION

This request is retroactive because the plan for the level of outreach was not established until June 24, 2019. Once requested, DHHS and NHES immediately developed a plan to ensure enrolled New Hampshire Granite Advantage Program members had information regarding the Work and Community Engagement requirements set forth in NH RSA 126-AA and NH Administrative Rule He-W 837.

NHES and DHHS collaborated to perform an array of outreach activities, including door-to-door and community engagement sessions to connect with individuals who were subject to the Work and Community Engagement requirements for whom DHHS did not have the required documentation for participation or exemption from the program.

NHES trained staff conducted door-to-door and other community outreach efforts to:

- Explain the Work and Community Engagement requirement of the New Hampshire Granite Advantage program,
- Detail the options for compliance and exemptions from the Work and Community Engagement;
- Assist members with the completion of necessary forms;
- Collect the necessary forms and provide to DHHS for processing;
- Provide ways for members to contact DHHS to check on the status of their submission of forms;
- Provide information for members to access the NH Easy system so they can access the system for information, to report hours, and to complete forms; and
- Offer a call from a DHHS employee to provide additional assistance.

NHES is requesting authorization to retroactively accept and expend \$42,219.55 in funds from DHHS, for NHES staffing related costs for providing outreach activities, and to budget the funds as follows:

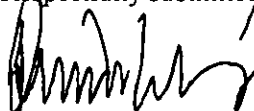
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Class 050 Personal Services – Part Time will be used to support a portion of the existing full-time permanent staff involved in the project.

Class 060 Benefits will be used to cover the benefits cost associated with the positions involved in the project.

Class 070 Travel In-State will be used to support the travel-related costs associated with the project.

Respectfully submitted,



George N. Copadis
Commissioner

GNC/jdr