



# State of New Hampshire

DEPARTMENT OF SAFETY  
OFFICE OF THE COMMISSIONER  
33 HAZEN DR. CONCORD, NH 03305  
603/271-2791

JOHN J. BARTHELMES  
COMMISSIONER

*Retroactive*

April 26, 2018

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

## Requested Action

In accordance with RSA 14:14-c, III(a), and authorization per the Joint Committee on Employee Classifications as of April 4, 2018, the Department of Safety, with the authorization of the Office of the Governor, respectfully requests approval of a salary increase from letter grade FF, step 6, to letter grade GG, step 6, for Jennifer Harper, Assistant Director of Homeland Security and Emergency Management, in the amount of \$7,386.08, from the current salary of \$92,649.44 to a new annual salary of \$100,035.52. Assistant Director Harper is employed in unclassified position 9U522.

## Explanation

RSA 14:14-c, III(a) "Joint Committee on Employee Classification" states "The committee shall, while the general court is in session and during the interim, review the provisions of RSA 94, including the salaries listed in RSA 94:1-a, I, and shall recommend changes to salaries, positions titles, or other matters related to the compensation of state officers." The Joint Committee on Employee Classifications has authorized the Department of Safety to offer the position of Assistant Director of Homeland Security and Emergency Management an increase from letter grade FF, step 6, with a current salary of \$92,649.44 to letter grade GG, step 6. We respectfully request approval of an annual salary increase for Assistant Director Harper to \$100,035.52.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Barthelmes".  
John J. Barthelmes  
Commissioner

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# State of New Hampshire

GENERAL COURT

CONCORD

April 13, 2018

Commissioner Charles Arlinghaus  
Department of Administrative Services  
25 Capitol Street, Room 120  
Concord, NH 03301

Dear Commissioner Arlinghaus,

This is to inform you that the Joint Committee on Employee Classification (RSA 14:14-c) voted on April 4, 2018 to approve the following unclassified salary grade for the position listed below:

Director of Taxpayer Services, Department of Revenue Administration  
Salary Grade: HH

Assistant Director, Division of Homeland Security and Emergency Management,  
Department of Safety  
Salary Grade: GG

The committee also voted to correct the record on a previous action. On November 16, 2017, the committee voted to adopt an HH salary grade for the Assistant Chief Information Security Officer, Department of Information Technology and was informed that the funding for this position was included in the 2018-2019 biennial budget. The funding for the position is actually based on the elimination of an unclassified position, the Data Base Administrator, DHHS (9U385). Therefore, the committee voted to correct the record on this issue and repeal the Data Base Administrator position from RSA 94:1-a.

We plan on introducing legislation in the next session to codify these changes.

Sincerely,

A handwritten signature in black ink, appearing to read "John Reagan".

Sen. John Reagan, Chairman  
Joint Committee on Employee Classification



# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES  
25 Capitol Street - Room 120  
Concord, New Hampshire 03301

Charles M. Arlinghaus  
Commissioner  
(603) 271-3201

Joseph B. Bouchard  
Assistant Commissioner  
(603) 271-3204

April 17, 2018

Mr. Elliot Gault  
Liaison to the Governor & Council  
State House, Rm 208  
Concord, NH 03301

Dear Mr. Gault

Please find enclosed a copy of the letter from the Joint Committee on Employee Classification (JCEC) regarding the KornFerry/Hay Group recommendations for two positions that were approved by the JCEC at their meeting on April 4, 2018. Also included in the letter is clarification to correct an action that was previously taken by the JCEC on behalf of the Department of Information Technology. The JCEC will introduce this into legislation during the next session.

**Department of Revenue Administration**

Director of Taxpayer Services

**Department of Safety, Division of Homeland Security and Emergency Management**

Assistant Director

Please don't hesitate to contact me should you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Charles M. Arlinghaus".

Charles M. Arlinghaus  
Commissioner

Attachment

Cc: Lindsey Stepp  
John Barthelemes  
Perry Plummer  
Denis Goulet

CMA/rjk

# TITLE I

## THE STATE AND ITS GOVERNMENT

### CHAPTER 14

#### LEGISLATIVE OFFICERS AND PROCEEDINGS

##### Section 14:14-c

###### **14:14-c Joint Committee on Employee Classification. –**

I. There is hereby established a joint committee on employee classification.

II. The committee shall consist of 3 members of the senate, appointed by the senate president, one of whom shall be a member of the senate finance committee, and 3 members of the house of representatives, appointed by the speaker of the house of representatives, one of whom shall be a member of the house finance committee and 2 of whom shall be members of the house committee on executive departments and administration. Members shall be appointed for their term of office. All members shall be eligible for reappointment so long as they are qualified under this section. Members shall be appointed no later than December 30 of the year of their election to the general court, except that vacancies shall be filled for an unexpired term within 30 days of the creation of such vacancy. The chairperson shall be elected by the committee members and shall rotate annually between the house and senate members, provided that a house member shall serve as the first chairperson.

III. Relative to unclassified employees:

(a) The committee shall, while the general court is in session and during the interim, review the provisions of RSA 94, including the salaries listed in RSA 94:1-a, I, and shall recommend changes to salaries, position titles, or other matters related to the compensation of state officers.

(b) The committee shall establish procedures to review the allocation decisions submitted to it by the acting directors or administrative heads of state agencies or departments under RSA 94:1-d and shall set a temporary letter grade allocation for each position referred. The committee shall propose legislation recommending permanent salary levels for each position for introduction in the next regular session of the general court.

IV. Relative to classified employees, the committee shall establish procedures to hear appeals submitted by any commissioner or department head regarding reclassification decisions made by the director of personnel pursuant to RSA 21-I:54, III, and the committee's decision in such matters shall be final.

**Source.** 2006, 290:17, eff. June 15, 2006.