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

CHARLES M. ARLINGHAUS
 Commissioner
 (603) 271-3201

SARA J. WILLINGHAM
 Director of Personnel
 (603) 271-3261

July 19, 2017

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

AUG 02 2017

Position # 40153
 Tabled 3-5

The remainder of the
 item was approved
 3-4

REQUESTED ACTION

Pursuant to RSA 21-I:56 I, Reclassification of Positions, the Division of Personnel, Department of Administrative Services requests waiver approval of the attached classification decisions effective upon Governor and Executive Council action. Funding associated with each decision is detailed on the reclassification waiver.

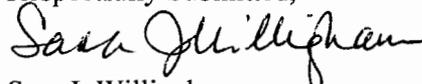
EXPLANATION

RSA 21-I:56 I, states that any request for reclassification of a position to a different class series as provided in RSA 21-I:54 shall require the approval of the Governor and Council.

Attached please find the classification decisions reached by the Classification Section of the Division of Personnel. RSA 21-I:42 II, provides the responsibility to the Division of Personnel to prepare, maintain and periodically revise a position classification plan for all positions in the classified service, based upon similarity of duties performed and responsibilities assumed, so that the same qualifications may reasonably be required for, and the same schedule of pay may equitably be applied to, all positions in the same classification. In addition, RSA 21-I:42 III, states that the Division of Personnel shall be responsible for allocating the position of every employee in the classified service to one of the classifications in the classification plan.

The change in position allocation or classification for vacant positions under RSA 21-I:56 I, shall be effective upon approval by the Governor and Executive Council. For filled positions with a current incumbent, Personnel Rule 303.04 Response of Director, mandates that the effective date of the change in position allocation or classification shall be the first day of the pay period immediately following the written response made by the Director of Personnel. In cases where this rule applies, Governor and Executive Council action is requested **retroactive** to the date specified for that position.

A thorough analysis of the proposed change specific to each position, both within their respective agency, as well as within the state classification system, has been completed by the Division of Personnel classification staff. A waiver is respectfully requested to proceed with the classification process.

Respectfully Submitted,

 Sara J. Willingham
 Director of Personnel

Division of Personnel
Reclassification Waiver Per Chapter 21-1:56
Governor and Council Meeting Date: August 2, 2017

Reclassification Request:

- The Department of Environmental Services requests the reclassification of Filled position #40153 Engineering Technician IV, Labor Grade 19, A000 to a Technical Support Specialist III, Labor Grade 25, A000.

Division of Personnel (DOP) Reclassification Decision:

- Technical Support Specialist III, Labor Grade 25, A000 effective 7/21/17

Rationale for Decision:

- The agency requests to reclassify this filled position since the Dam Bureau has incorporated more complex, state-of-the-industry, computerized operating and data collection systems in part to provide the emergency response community and public with critical planning information related to flood forecasting.
- This position programs, installs, tests, and maintains the agency's Hydrologic Data Collection Network and models computer programs and Supervisory Control and Data Acquisition (SCADA) controls used in remote dam operation; the position performs diagnostic troubleshooting, upgrades software and utilities, and trains agency staff.
- The proposed duties are similar to those of other Technical Support Specialist III positions currently operating in the agency and state and parallel the class specification for Technical Support Specialist III appropriately.

Funding Summary

1. This position is a 100% General Funded position.
2. Total FY 18 Budgeted (Salary & Benefits): \$86,400
Budgetary number/string 03-44-44-442010-29540000-010
3. Filled position-effective date: 7/21/2017
4. Projected cost (Salary & Benefits) for remainder of FY18: \$67,463
5. Total projected annual Salary and Benefit Cost:

Salary	\$49,433
Benefits	<u>\$26,826</u>
Total	\$76,262