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# State of New Hampshire

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

JOHN J. BARTHELMES  
COMMISSIONER

April 3, 2018

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

### Requested Action

Pursuant to the provisions of Administrative Rule 316.13 (a) (5), the Department of Safety, Division of State Police, requests authorization to pay overtime in the amount of \$80,000.00 for permanent personnel via a transfer from class 10 appropriations for positions that are vacant due to illness, extended leaves of absence, or pending recruitment at Enforcement. The \$80,000.00 represents the estimate of additional funds needed for the remainder of SFY 2018. Effective upon Governor and Council approval through June 30, 2018. Funding Source: 81% General Funds/19% Highway Funds.

### Explanation

The Department of Safety, Division of State Police, Enforcement, requests an overtime transfer for actual expenditures not to exceed \$80,000.00. The requested overtime expenditures from Class 10, Personnel Services accounts, represent payments made to permanent personnel for overtime hours worked while conducting patrols, covering calls for service, covering accidents, and investigating criminal activity during critical vacancies due to sickness, extended leaves of absence, or pending recruitments. The average recruitment-to-hire time has been roughly three to four months, not including training prior to assuming any full time shifts. In the Division of State Police, Enforcement's total vacancies were 22 positions at any given time during SFY 2018. In SFY 2018, the Division has had at least five (5) Division members out on Military leave at different times, as well as five (5) Division members on FMLA leave due to injury or illness.

The Department of Safety, Division of State Police, Enforcement, spent \$126,334.39 in SFY 2016 and \$161,311.66 in SFY 2017 in overtime expenses. In SFY 2018 to date, the Division has spent \$263,775.00.

The original SFY 2016 budget was \$120,000.00 and the SFY 2017 budget was \$120,000.00. In SFY 2016 the Department increased that amount to \$135,000.00 and in SFY 2017 the Department increased that amount to \$190,000.00. The original SFY 2018 budget is \$330,000.00, but the Division was not expecting such a decrease in personnel due to illness, leave of absences, military leave, and position vacancies.

The above requested action is to cover the expenses incurred for SFY 2018 and any additional expenditure for the remainder of SFY 2018 based on the increase in cases and vacancies due to extended leave, illness, and pending recruitment.

This request is made in accordance with applicable law. The A-29 form is attached to support this request.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner of Safety

Expenditure Request-Overtime Permanent Personnel Services

Department: Safety

Date: April 2, 2017

Division of Expenditure Request:  
Enforcement

# Positions	Estimated Overtime	
	Regular Time	Time & One-Half
22	\$ 80,000	\$ -

Estimated Vacant Positions: Number 22

<u>Title &amp; Labor Grade</u>	<u>Number</u>	<u>Legislative Appropriation</u>
State Police Sergeant	LG 24 3	\$ 48,029.00
State Police Trooper I	LG 19 19	\$ 202,640.00
		Total: \$ 250,669.00

Reasons for Vacant Positions: Pending Recruitment and Leaves of Absence

Request Permission to transfer appropriations as follows:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
02-23-23-234015-40100000-010-500100	02-23-23-234015-40100000-018-500106	\$ 80,000.00

Certification:

Expenditure of Permanent Personnel Service appropriations will be limited solely to positions vacant due to sick leave, extended leave of absence or pending recruitment. If this request is approved, total expenditures will not exceed the legislative appropriation.

  
 \_\_\_\_\_  
 Signature of Agency Head

Expenditure Authorization

Approval Requires:

Governor and Council \_\_\_\_\_

Business Supervisor   
 Director of Personnel   
 Comptroller 

**Estimated Unexpended Wages for Enforcement Positions vacant during the period June 09, 2017 through March 15, 2018**  
**DOS**

POS #	TITLE	APPRO	LG	First Day Vacant	Last Day Vacant	# DAYS	Annual Rate	Daily Rate	Unexpended Salary	REASON VACANT
18447	State Police Trooper	4010	19	06/09/17	08/03/17	56	50,211	193.12	7,725	Pending Recruitment
10792	State Police Trooper	4010	19	06/09/17	08/03/17	56	50,211	193.12	7,725	Pending Recruitment
10849	State Police Trooper	4010	19	06/09/17	08/03/17	56	50,211	193.12	7,725	Pending Recruitment
10878	State Police Trooper	4010	19	06/09/17	08/03/17	56	50,211	193.12	7,725	Pending Recruitment
18053	State Police Trooper	4010	19	06/09/17	08/03/17	56	50,211	193.12	7,725	Pending Recruitment
18718	State Police Trooper	4010	19	06/09/17	08/03/17	56	50,211	193.12	7,725	Pending Recruitment
43080	State Police Trooper	4010	19	06/09/17	06/23/17	15	50,211	193.12	2,069	Pending Recruitment
10845	State Police Trooper	4010	19	07/18/17	12/07/17	143	50,211	193.12	19,726	Pending Recruitment
40695	State Police Trooper	4010	19	06/09/17	08/03/17	56	50,211	193.12	7,725	Pending Recruitment
43373	State Police Trooper	4010	19	06/09/17	08/03/17	56	50,211	193.12	7,725	Pending Recruitment
41904	State Police Trooper	4010	19	07/11/17	03/15/18	248	50,211	193.12	34,210	Pending Recruitment
10734	State Police Trooper	4010	19	08/01/17	12/07/17	129	50,211	193.12	17,795	Pending Recruitment
18053	State Police Trooper	4010	19	02/08/18	03/15/18	36	50,211	193.12	4,966	Pending Recruitment
18448	State Police Trooper	4010	19	02/02/18	03/15/18	42	50,211	193.12	5,794	Pending Recruitment
10858	State Police Sergeant	4010	24	08/04/17	01/18/18	168	61,776	237.60	28,512	Pending Recruitment
10889	State Police Sergeant	4010	24	09/29/17	01/18/18	112	61,776	237.60	19,008	Pending Recruitment
42482	State Police Sergeant	4010	24	01/16/18	01/18/18	3	61,776	237.60	509	Pending Recruitment
41248	State Police Trooper	4010	19	08/31/17	12/07/17	99	50,211	193.12	13,656	Pending Recruitment
18450	State Police Trooper	4010	19	01/19/18	03/15/18	56	50,211	193.12	7,725	Pending Recruitment
18690	State Police Trooper	4010	19	12/07/17	03/15/18	99	50,211	193.12	13,656	Pending Recruitment
10813	State Police Trooper	4010	19	09/01/17	12/07/17	98	50,211	193.12	13,518	Pending Recruitment
43190	State Police Trooper	4010	19	10/13/17	12/07/17	56	50,211	193.12	7,725	Pending Recruitment
Unexpended Salary Balance										
(less) Overtime Transfer										
<b>4010 Total</b>										
<b>Grand Total</b>										
									250,669	
									(80,000)	
									<b>170,669</b>	
									<b>170,669</b>	