



Lori A. Shibinette
Commissioner

Melissa A. St. Cyr, Esq.
Chief Legal Officer

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LEGAL AND REGULATORY SERVICES
BUREAU OF LICENSING AND CERTIFICATION

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9499 1-800-852-3345 Ext. 9499
Fax: 603-271-4968 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

March 18, 2020

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

REQUESTED ACTION

Pursuant to RSA 99:8, Increases for Recruitment Purposes, and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services (DHHS), Health Facilities Administration to add a newly reclassified position #42885, Licensing & Evaluation Coordinator, to the positions that have a thirty percent (30%) hourly rate enhancement effective upon Governor and Executive Council approval through August 31, 2021. Source of funds: 29.06% General Funds, 11.37% Other Funds and 59.57% Federal Funds.

Funds necessary for the estimated salary cost difference of this enhancement are available in the following account:

05-095-095-952010-51460000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: COMMISSIONER, OFFICE OF PROGRAM SUPPORT, HEALTH FACILITIES ADMINISTRATION

FISCAL YEAR	CLASS	TITLE	ACTIVITY CODE	AMOUNT
2020	010-500100	Personnel Services-Perm	95200024	\$803
2021	010-500100	Personnel Services-Perm	95200024	\$6,956
			Total:	\$7,759

EXPLANATION

In July 2007, the Governor and Executive Council approved a thirty percent (30%) temporary increase for recruitment and retention purposes for 28 positions assigned to the Bureau of Licensing and Certification Health Facilities Unit and Health Facilities Certification Units. The increase was re-approved in August 2009, October 2011, October 2013, June 2015, July 2017 and most recently in July 2019 (G&C 7/10/19, Item #7). The Division of Personnel recently approved a request from DHHS for a reclassification of Position #42885 from Program Specialist III to Licensing & Evaluation Coordinator. The position is now eligible to receive the same enhanced hourly rate. The end date of the requested enhancement coincides with the other Licensing & Evaluation Coordinators, which expire on August 31, 2021 pursuant to Personnel Rule 904.01, which limits enhancements to 24 months.

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Licensing and Evaluation Coordinators, the majority of whom are registered nurses, conduct surveys of facilities caring for some of the State's most vulnerable citizens. These include nursing homes, assisted living facilities, hospitals, home health care agencies, hospice agencies, hospice homes and community residences serving individuals with developmental disabilities.

There continues to be a severe shortage of Registered Nurses in the United States generally and New Hampshire specifically. Nurses in the private sector continue to earn far more than nurses working in State positions. Retention of Registered Nurses in Licensing and Evaluation Coordinator positions in these units is due solely to this 30% salary enhancement.

Attached is the approval document from the Division of Personnel as well as the fiscal impact statement.

Respectfully submitted,



Lori A. Shibinette
Commissioner

Reclassified from 23/1 to 20/1

LG23 Step 1

Health Facilities Admin Position

42885

05-95-95-952010-5146-010

SFY2020	30%	Total	Federal and	General
3 Pays	Enhancement		Other Funds	Funds
\$ 5,396	\$ -	\$ 5,396	\$ 3,828	\$ 1,568

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SFY2021	30%	Total	Federal and	General
	Enhancement		Other Funds	Funds
\$ 46,761	\$ -	\$ 46,761	\$ 33,172	\$ 13,589

LG23-1	Total Funds	\$52,157
	Federal Funds	\$31,070
	Other Funds	\$5,930
	General Funds	\$15,151

LG23-1	Enhancement	\$0
	Federal Funds	\$0
	Other Funds	\$0
	General Funds	\$0

LG20 Step 1

Health Facilities Admin Position

42885

05-95-95-952010-5146-010

SFY2020	30%	Total	Federal and	General
3 Pays	Enhancement		Other Funds	Funds
\$ 4,768	\$ 1,430	\$ 6,198	\$ 3,382	\$ 1,386

05-95-95-952010-5146-010

SFY2021	30%	Total	Federal and	General
	Enhancement		Other Funds	Funds
\$ 41,321	\$ 12,396	\$ 53,717	\$ 29,313	\$ 12,008

LG20-1	Total Funds	\$59,915
	Federal Funds	\$35,691
	Other Funds	\$6,812
	General Funds	\$17,405

LG20-1	Enhancement	\$13,826
	Federal Funds	\$8,236
	Other Funds	\$1,572
	General Funds	\$4,017

Cost due to reclass:	Total Funds	\$7,758
	Federal Funds	\$4,622
	Other Funds	\$882
	General Funds	\$2,254

From: Rudis, Lorrie <Lorrie.Rudis@das.nh.gov>
Sent: Friday, March 6, 2020 3:59 PM
To: Spring, Laurie <Laurie.Spring@dhhs.nh.gov>
Subject: FW: Request for Enhancement: Position 42885, Licensing & Evaluation Coordinator

Approved under 901

Thank you

From: Spring, Laurie <Laurie.Spring@dhhs.nh.gov>
Sent: Wednesday, February 5, 2020 12:10 PM
To: Rudis, Lorrie <Lorrie.Rudis@das.nh.gov>
Cc: Moranti, Michael <Michael.Moranti@das.nh.gov>; Doe, Marilyn <Marilyn.Doe@dhhs.nh.gov>
Subject: FW: Request for Enhancement: Position 42885, Licensing & Evaluation Coordinator

Good afternoon,

I'm following up on the request for enhancement for position 42885, Licensing & Evaluation Coordinator. This position was reclassified to a Licensing & Evaluation Coordinator in the Health Facilities Licensing & Certification Unit effective August 14, 2019. Because of the date of the reclassification approval, the position was not included in the larger enhancement renewal request for positions in this unit. You provided the attached letter of approval for the enhancement renewal in June 2019, and the request was subsequently approved by G&C on July 10, 2019.

Position 42885 has been vacant since May 2019, and the Health Facilities Licensing program is anxious to get this position into recruitment. Please let me know if there are any additional questions that we can answer regarding this request.

Thank you,

Laurie Spring
Workforce Development Administrator
603-271-9019