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STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION
P.O. BOX 1806
CONCORD, NH 03302-1806
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William L. Wrenn
Commissioner

Bob Mullen
Director


January 21, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Approved by Fiscal Committee 2/14/14 Date

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, NH 03301

## REQUESTED ACTION

Pursuant to the provisions of Chapter 144:56 Laws of 2013, the New Hampshire Department of Corrections respectfully requests permission to create a new expenditure class and to transfer $344,946 within and among accounts listed on the attached detailed exhibit to reallocate appropriations and cover budget shortfalls effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2014. 100% General Funds.

Transfers are to occur from and within accounts listed on the attached detailed exhibits as follows:

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| 02-46-46-460010-71700000 Parole Board | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 111,592 | $ - | $ 111,592 |
| 011-500102 | Personal Services - Unclassified | $ 65,515 | $ - | $ 65,515 |
| 020-500200 | Current Expenses | $ 13,198 | $ - | $ 13,198 |
| 022-500255 | Rents & Leases Other than State | $ 2,199 | $ - | $ 2,199 |
| 026-500251 | Organizational Dues | $ 450 | $ - | $ 450 |
| 030-500331 | Equipment New/Replacement | $ 350 | $ - | $ 350 |
| 039-500188 | Telecommunications | $ 5,272 | $ - | $ 5,272 |
| 050-500109 | Personal Service-Temp/Appointe | $ 55,446 | $ - | $ 55,446 |
| 060-500602 | Benefits | $ 94,011 | $ - | $ 94,011 |
| 068-500565 | Remuneration | $ 800 | $ - | $ 800 |
| 070-500704 | In-State Travel Reimbursement | $ 10,856 | $ 3,500 | $ 14,356 |
| | Total | $ 359,689 | $ 3,500 | $ 363,189 |
| | REVENUES | | | |
| | Total General Funds | $ 359,689 | $ 3,500 | $ 363,189 |

| 02-46-46-461010-83000000 Financial Services | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 591,772 | $ - | $ 591,772 |
| 011-500102 | Personal Services - Unclassified | $ 91,206 | $ - | $ 91,206 |
| 018-500106 | Overtime | $ 3,218 | $ - | $ 3,218 |
| 020-500200 | Current Expenses | $ 5,191 | $ - | $ 5,191 |
| 027-502799 | Transfers to DOIT | $ 2,148,441 | $ - | $ 2,148,441 |
| 030-500331 | Equipment New/Replacement | $ 500 | $ - | $ 500 |
| 035-500098 | Shared Service Support | $ 155,493 | $ (25,000) | $ 130,493 |
| 039-500188 | Telecommunications | $ 1,234 | $ - | $ 1,234 |
| 050-500109 | Personal Service-Temp/Appointed | $ 57,568 | $ - | $ 57,568 |
| 060-500602 | Benefits | $ 355,433 | $ - | $ 355,433 |
| 070-500704 | In-State Travel Reimbursement | $ 381 | $ - | $ 381 |
| | Total | $ 3,410,437 | $ (25,000) | $ 3,385,437 |
| | REVENUES | | | |
| | Total General Funds | $ 3,410,437 | $ (25,000) | $ 3,385,437 |

| 02-46-46-461510-82330000 Offender Records | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 167,407 | $ - | $ 167,407 |
| 018-500106 | Overtime | $ 2,596 | $ - | $ 2,596 |
| 020-500200 | Current Expenses | $ 1,468 | $ 2,000 | $ 3,468 |
| 022-500255 | Rents-Leases Other Than State | $ 1,343 | $ - | $ 1,343 |
| 024-500225 | Maint Other Than Build-Grn | $ 1,953 | $ - | $ 1,953 |
| 039-500188 | Telecommunications | $ 1,356 | $ - | $ 1,356 |
| 060-500602 | Benefits | $ 100,876 | $ - | $ 100,876 |
| | Total | $ 276,999 | $ 2,000 | $ 278,999 |
| | REVENUES | | | |
| | Total General Funds | $ 276,999 | $ 2,000 | $ 278,999 |

| 02-46-46-461510-83600000 Security & Training | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 318,105 | $ - | $ 318,105 |
| 011-500102 | Personal Services - Unclassified | $ 77,181 | $ - | $ 77,181 |
| 018-500106 | Overtime | $ 45,879 | $ - | $ 45,879 |
| 019-500105 | Holiday Pay | $ 6,609 | $ (2,000) | $ 4,609 |
| 020-500200 | Current Expenses | $ 952 | $ - | $ 952 |
| 022-500255 | Rents-Leases Other Than State | $ 1,750 | $ - | $ 1,750 |
| 039-500188 | Telecommunications | $ 669 | $ - | $ 669 |
| 050-500109 | Personal Service-Temp/Appointe | $ 23,463 | $ - | $ 23,463 |
| 060-500602 | Benefits | $ 212,204 | $ - | $ 212,204 |
| 070-500704 | In-State Travel Reimbursement | $ 1,216 | $ - | $ 1,216 |
| | Total | $ 688,028 | $ (2,000) | $ 686,028 |
| | REVENUES | | | |
| | Total General Funds | $ 688,028 | $ (2,000) | $ 686,028 |

| 02-46-46-463010-71200000 NHSP/M - Security | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 9,824,329 | $ - | $ 9,824,329 |
| 018-500106 | Overtime | $ 2,834,370 | $ - | $ 2,834,370 |
| 019-500105 | Holiday Pay | $ 447,450 | $ - | $ 447,450 |
| 020-500200 | Current Expenses | $ 127,340 | $ - | $ 127,340 |
| 022-500255 | Rents-Leases Other Than State | $ 8,848 | $ - | $ 8,848 |
| 024-500225 | Maint Other Than Build-Grn | $ 3,712 | $ - | $ 3,712 |
| 030-500331 | Equipment New/Replacement | $ 23,300 | $ - | $ 23,300 |
| 039-500188 | Telecommunications | $ 15,120 | $ - | $ 15,120 |
| 050-500109 | Personal Service-Temp/Appointe | $ 23,453 | $ - | $ 23,453 |
| 060-500602 | Benefits | $ 7,634,120 | $ - | $ 7,634,120 |
| 068-500565 | Remuneration | $ 391,498 | $ (12,215) | $ 379,283 |
| 070-500704 | In-State Travel Reimbursement | $ 77,134 | $ - | $ 77,134 |
| 242-500787 | Transportation of Inmates | $ 5,041 | $ - | $ 5,041 |
| | Total | $ 21,415,715 | $ (12,215) | $ 21,403,500 |
| | REVENUES | | | |
| | Total General Funds | $ 21,415,715 | $ (12,215) | $ 21,403,500 |

| 02-46-46-463010-71400000 NHSP/M - Maintenance | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 519,509 | $ - | $ 519,509 |
| 018-500106 | Overtime | $ 11,480 | $ - | $ 11,480 |
| 019-500105 | Holiday Pay | $ 6,831 | $ - | $ 6,831 |
| 020-500200 | Current Expenses | $ 186,847 | $ (7,500) | $ 179,347 |
| 022-500255 | Rents-Leases Other Than State | $ 3,079 | $ - | $ 3,079 |
| 023-500291 | Heat-Electricity-Water | $ 2,516,501 | $ - | $ 2,516,501 |
| 024-500225 | Maint Other Than Build-Grn | $ 55,124 | $ - | $ 55,124 |
| 030-500331 | Equipment New/Replacement | $ 2,485 | $ - | $ 2,485 |
| 039-500188 | Telecommunications | $ 5,307 | $ - | $ 5,307 |
| 047-500240 | Own Forces Maint Build-Grn | $ 79,962 | $ - | $ 79,962 |
| 048-500226 | Contractual Maint Build-Grn | $ 141,571 | $ - | $ 141,571 |
| 050-500109 | Personal Service-Temp/Appointe | $ 23,353 | $ - | $ 23,353 |
| 060-500602 | Benefits | $ 346,751 | $ - | $ 346,751 |
| 070-500704 | In-State Travel Reimbursement | $ 8,058 | $ 7,500 | $ 15,558 |
| | Total | $ 3,906,858 | $ - | $ 3,906,858 |
| | REVENUES | | | |
| | Total General Funds | $ 3,906,858 | $ - | $ 3,906,858 |

| 02-46-46-464010-83020000 District Offices | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 4,765,517 | $ - | $ 4,765,517 |
| 011-500102 | Personal Services - Unclassified | $ 91,805 | $ - | $ 91,805 |
| 018-500106 | Overtime | $ 2,239 | $ - | $ 2,239 |
| 019-500105 | Holiday Pay | $ 597 | $ - | $ 597 |
| 020-500200 | Current Expenses | $ 97,258 | $ - | $ 97,258 |
| 022-500255 | Rents & Leases Other than State | $ 351,069 | $ - | $ 351,069 |
| 023-500291 | Heat-Electricity-Water | $ 23,077 | $ - | $ 23,077 |
| 024-500225 | Maint Other Than Build-Grn | $ 1,071 | $ - | $ 1,071 |
| 028-500292 | Transfers to General Services | $ 16,738 | $ - | $ 16,738 |
| 030-500331 | Equipment New/Replacement | $ 55,660 | $ - | $ 55,660 |
| 039-500188 | Telecommunications | $ 88,947 | $ - | $ 88,947 |
| 047-500240 | Own Forces Maint Build-Grn | $ 1,000 | $ - | $ 1,000 |
| 060-500602 | Benefits | $ 2,994,704 | $ - | $ 2,994,704 |
| 068-500565 | Remuneration | $ 1,500 | $ - | $ 1,500 |
| 070-500704 | In-State Travel Reimbursement | $ 69,488 | $ 12,500 | $ 81,988 |
| 080-500714 | Out of State Travel | $ 100 | $ - | $ 100 |
| 102-500731 | Contracts for Program Services | $ 76,692 | $ - | $ 76,692 |
| 103-502664 | Contracts for Operational Services | $ 13,193 | $ - | $ 13,193 |
| | Total | $ 8,650,655 | $ 12,500 | $ 8,663,155 |
| | REVENUES | | | |
| | Total General Funds | $ 8,650,655 | $ 12,500 | $ 8,663,155 |

| 02-46-46-464510-60430000 Community Corrections | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 766,414 | $ - | $ 766,414 |
| 011-500102 | Personal Services - Unclassified | $ 90,606 | $ - | $ 90,606 |
| 020-500200 | Current Expenses | $ 10,071 | $ - | $ 10,071 |
| 021-500211 | Food Institutions | $ 161,925 | $ - | $ 161,925 |
| 039-500188 | Telecommunications | $ 6,416 | $ - | $ 6,416 |
| 060-500602 | Benefits | $ 491,991 | $ - | $ 491,991 |
| 068-500565 | Remuneration | $ 3,035 | $ 3,000 | $ 6,035 |
| 070-500704 | In-State Travel Reimbursement | $ 5,412 | $ - | $ 5,412 |
| | Total | $ 1,535,870 | $ 3,000 | $ 1,538,870 |
| | REVENUES | | | |
| | Total General Funds | $ 1,535,870 | $ 3,000 | $ 1,538,870 |

| 02-46-46-464510-71060000 NHSP/M Minimum Security Unit | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 511,255 | $ - | $ 511,255 |
| 018-500106 | Overtime | $ 121,002 | $ - | $ 121,002 |
| 019-500105 | Holiday Pay | $ 19,693 | $ - | $ 19,693 |
| 020-500200 | Current Expenses | $ 494 | $ - | $ 494 |
| 021-500211 | Food Institutions | $ 158,140 | $ - | $ 158,140 |
| 030-500331 | Equipment New/Replacement | $ 250 | $ - | $ 250 |
| 047-500240 | Own Forces Maint Build-Grn | $ 1,500 | $ - | $ 1,500 |
| 048-500226 | Contractual Maint Build-Grn | $ 11,819 | $ - | $ 11,819 |
| 060-500602 | Benefits | $ 397,854 | $ - | $ 397,854 |
| 068-500565 | Remuneration | $ 90,468 | $ (9,107) | $ 81,361 |
| 070-500704 | In-State Travel Reimbursement | $ 2,603 | $ (2,000) | $ 603 |
| | Total | $ 1,315,078 | $ (11,107) | $ 1,303,971 |
| | REVENUES | | | |
| | Total General Funds | $ 1,315,078 | $ (11,107) | $ 1,303,971 |

| 02-46-46-464510-71070000 North End House | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 336,653 | $ - | $ 336,653 |
| 018-500106 | Overtime | $ 15,258 | $ - | $ 15,258 |
| 019-500105 | Holiday Pay | $ 9,356 | $ - | $ 9,356 |
| 020-500200 | Current Expenses | $ 3,212 | $ - | $ 3,212 |
| 022-500255 | Rents & Leases Other than State | $ 2,027 | $ - | $ 2,027 |
| 030-500331 | Equipment New/Replacement | $ 2,035 | $ - | $ 2,035 |
| 039-500188 | Telecommunications | $ 534 | $ - | $ 534 |
| 047-500240 | Own Forces Maint Build-Grn | $ 2,158 | $ - | $ 2,158 |
| 048-500226 | Contractual Maint Build-Grn | $ 12,719 | $ - | $ 12,719 |
| 060-500602 | Benefits | $ 215,384 | $ - | $ 215,384 |
| 070-500704 | In-State Travel Reimbursement | $ 951 | $ 500 | $ 1,451 |
| | Total | $ 600,287 | $ 500 | $ 600,787 |
| | REVENUES | | | |
| | Total General Funds | $ 600,287 | $ 500 | $ 600,787 |

| 02-46-46-464510-78740000 Calumet | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 485,344 | $ - | $ 485,344 |
| 018-500106 | Overtime | $ 36,509 | $ - | $ 36,509 |
| 019-500105 | Holiday Pay | $ 19,103 | $ - | $ 19,103 |
| 020-500200 | Current Expenses | $ 5,007 | $ - | $ 5,007 |
| 022-500255 | Rents & Leases Other than State | $ 2,626 | $ - | $ 2,626 |
| 023-500291 | Heat-Electricity-Water | $ 47,232 | $ - | $ 47,232 |
| 024-500225 | Maint Other Than Build-Grn | $ 4,723 | $ - | $ 4,723 |
| 030-500331 | Equipment New/Replacement | $ 7,762 | $ - | $ 7,762 |
| 039-500188 | Telecommunications | $ 3,265 | $ - | $ 3,265 |
| 047-500240 | Own Forces Maint Build-Grn | $ 11,000 | $ - | $ 11,000 |
| 048-500226 | Contractual Maint Build-Grn | $ 17,858 | $ - | $ 17,858 |
| 060-500602 | Benefits | $ 362,202 | $ - | $ 362,202 |
| 070-500704 | In-State Travel Reimbursement | $ 2,649 | $ 1,500 | $ 4,149 |
| | Total | $ 1,005,280 | $ 1,500 | $ 1,006,780 |
| | REVENUES | | | |
| | Total General Funds | $ 1,005,280 | $ 1,500 | $ 1,006,780 |

| 02-46-46-465010-58330000 Secure Psychiatric Unit | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 1,655,181 | $ - | $ 1,655,181 |
| 018-500106 | Overtime | $ 187,502 | $ - | $ 187,502 |
| 019-500105 | Holiday Pay | $ 65,280 | $ - | $ 65,280 |
| 020-500200 | Current Expenses | $ 18,665 | $ 3,000 | $ 21,665 |
| 021-500211 | Food Institutions | $ 61,059 | $ - | $ 61,059 |
| 022-500255 | Rents & Leases Other than State | $ 2,947 | $ - | $ 2,947 |
| 024-500225 | Maint Other Than Build-Grn | $ 96 | $ - | $ 96 |
| 030-500331 | Equipment New/Replacement | $ 6,764 | $ - | $ 6,764 |
| 039-500188 | Telecommunications | $ 46,149 | $ - | $ 46,149 |
| 047-500240 | Own Forces Maint Build-Grn | $ 2,434 | $ - | $ 2,434 |
| 060-500602 | Benefits | $ 1,154,613 | $ - | $ 1,154,613 |
| 068-500565 | Remuneration | $ 19,942 | $ 14,804 | $ 34,746 |
| 070-500704 | In-State Travel Reimbursement | $ 1,188 | $ - | $ 1,188 |
| 101-500730 | Medical Payments to Providers | $ 18,920 | $ 15,885 | $ 34,805 |
| | Total | $ 3,240,740 | $ 33,689 | $ 3,274,429 |
| | REVENUES | | | |
| | Total General Funds | $ 3,240,740 | $ 33,689 | $ 3,274,429 |

| 02-46-46-465010-82310000 Mental Health | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 748,677 | $ - | $ 748,677 |
| 018-500106 | Overtime | $ 155 | $ - | $ 155 |
| 020-500200 | Current Expenses | $ 222 | $ 3,000 | $ 3,222 |
| 022-500255 | Rents & Leases Other than State | $ 1,958 | $ - | $ 1,958 |
| 030-500331 | Equipment New/Replacement | $ 2,083 | $ - | $ 2,083 |
| 039-500188 | Telecommunications | $ 51 | $ - | $ 51 |
| 049-500294 | Transfer to Other State Agencies | $ 20,000 | $ - | $ 20,000 |
| 060-500602 | Benefits | $ 426,471 | $ - | $ 426,471 |
| 070-500704 | In-State Travel Reimbursement | $ 1,107 | $ - | $ 1,107 |
| 101-500730 | Medical Payments to Providers | $ 5,314,796 | $ (215,885) | $ 5,098,911 |
| | Total | $ 6,515,520 | $ (212,885) | $ 6,302,635 |
| | REVENUES | | | |
| | Total General Funds | $ 6,515,520 | $ (212,885) | $ 6,302,635 |

| 02-46-46-465010-82340000 Mental-Dental | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 3,193,312 | $ - | $ 3,193,312 |
| 012-500128 | Personal Services - Unclassified | $ 98,990 | $ - | $ 98,990 |
| 018-500106 | Overtime | $ 84,415 | $ - | $ 84,415 |
| 019-500105 | Holiday Pay | $ 57,008 | $ - | $ 57,008 |
| 020-500200 | Current Expenses | $ 183,414 | $ (6,000) | $ 177,414 |
| 022-500255 | Rents & Leases Other than State | $ 2,497 | $ - | $ 2,497 |
| 024-500225 | Maint Other Than Build-Grn | $ 1,500 | $ - | $ 1,500 |
| 030-500331 | Equipment New/Replacement | $ 43,561 | $ - | $ 43,561 |
| 039-500188 | Telecommunications | $ 13,034 | $ - | $ 13,034 |
| 049-500294 | Transfer to Other State Agencies | $ 80,412 | $ - | $ 80,412 |
| 060-500602 | Benefits | $ 1,666,225 | $ - | $ 1,666,225 |
| 070-500704 | In-State Travel Reimbursement | $ 4,759 | $ - | $ 4,759 |
| 101-500730 | Medical Payments to Providers | $ 4,757,718 | $ 200,000 | $ 4,957,718 |
| | Total | $ 10,186,845 | $ 194,000 | $ 10,380,845 |
| | REVENUES | | | |
| | Total General Funds | $ 10,186,845 | $ 194,000 | $ 10,380,845 |

| 02-46-46-465010-82360000 Pharmacy | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 523,735 | $ - | $ 523,735 |
| 018-500106 | Overtime | $ 8,303 | $ - | $ 8,303 |
| 019-500105 | Holiday Pay | $ 9,893 | $ - | $ 9,893 |
| 020-500200 | Current Expenses | $ 52,550 | $ - | $ 52,550 |
| 022-500255 | Rents & Leases Other than State | $ 11,771 | $ - | $ 11,771 |
| 024-500230 | Maint Other Than Build-Grn | $ - | $ 16,217 | $ 16,217 |
| 030-500331 | Equipment New/Replacement | $ 419 | $ - | $ 419 |
| 039-500188 | Telecommunications | $ 524 | $ - | $ 524 |
| 060-500602 | Benefits | $ 263,798 | $ - | $ 263,798 |
| 070-500704 | In-State Travel Reimbursement | $ 284 | $ - | $ 284 |
| 100-500726 | Prescription Drug Expenses | $ 1,700,784 | $ (16,217) | $ 1,684,567 |
| | Total | $ 2,572,061 | $ - | $ 2,572,061 |
| | REVENUES | | | |
| | Total General Funds | $ 2,572,061 | $ - | $ 2,572,061 |

| 02-46-46-466010-71110000 NHSP/W - Prison for Women | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 1,214,833 | $ - | $ 1,214,833 |
| 011-500102 | Personal Services - Unclassified | $ 85,117 | $ - | $ 85,117 |
| 018-500106 | Overtime | $ 153,853 | $ - | $ 153,853 |
| 019-500105 | Holiday Pay | $ 42,815 | $ - | $ 42,815 |
| 020-500200 | Current Expenses | $ 50,611 | $ - | $ 50,611 |
| 021-500211 | Food Institutions | $ 122,489 | $ - | $ 122,489 |
| 022-500255 | Rents & Leases Other than State | $ 237,764 | $ - | $ 237,764 |
| 023-500291 | Heat-Electricity-Water | $ 218,400 | $ - | $ 218,400 |
| 024-500225 | Maint Other Than Build-Grn | $ 10,392 | $ - | $ 10,392 |
| 030-500331 | Equipment New/Replacement | $ 17,644 | $ - | $ 17,644 |
| 039-500188 | Telecommunications | $ 8,784 | $ - | $ 8,784 |
| 047-500240 | Own Forces Maint Build-Grn | $ 5,766 | $ - | $ 5,766 |
| 048-500226 | Contractual Maint Build-Grn | $ 51,518 | $ - | $ 51,518 |
| 050-500109 | Personal Service-Temp/Appointe | $ 32,298 | $ - | $ 32,298 |
| 060-500602 | Benefits | $ 842,014 | $ - | $ 842,014 |
| 068-500565 | Remuneration | $ 63,699 | $ (1,022) | $ 62,677 |
| 070-500704 | In-State Travel Reimbursement | $ 5,375 | $ 1,000 | $ 6,375 |
| 102-500731 | Contracts for Program Services | $ 517,500 | $ - | $ 517,500 |
| | Total | $ 3,680,872 | $ (22) | $ 3,680,850 |
| | REVENUES | | | |
| | Total General Funds | $ 3,680,872 | $ (22) | $ 3,680,850 |

| 02-46-46-468010-82500000 Berlin Prison (NCF) | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 5,555,835 | $ - | $ 5,555,835 |
| 011-500102 | Personal Services - Unclassified | $ 95,501 | $ - | $ 95,501 |
| 018-500106 | Overtime | $ 655,256 | $ - | $ 655,256 |
| 019-500105 | Holiday Pay | $ 187,356 | $ - | $ 187,356 |
| 020-500200 | Current Expenses | $ 292,493 | $ - | $ 292,493 |
| 021-500211 | Food Institutions | $ 634,833 | $ - | $ 634,833 |
| 022-500255 | Rents & Leases Other than State | $ 8,939 | $ - | $ 8,939 |
| 023-500291 | Heat-Electricity-Water | $ 1,102,269 | $ - | $ 1,102,269 |
| 024-500225 | Maint Other Than Build-Grn | $ 5,735 | $ - | $ 5,735 |
| 030-500331 | Equipment New/Replacement | $ 61,324 | $ - | $ 61,324 |
| 039-500188 | Telecommunications | $ 49,388 | $ - | $ 49,388 |
| 047-500240 | Own Forces Maint Build-Grn | $ 57,327 | $ 40,000 | $ 97,327 |
| 048-500226 | Contractual Maint Build-Grn | $ 241,307 | $ (40,000) | $ 201,307 |
| 050-500109 | Personal Service-Temp/Appointe | $ 32,549 | $ - | $ 32,549 |
| 060-500602 | Benefits | $ 4,010,440 | $ - | $ 4,010,440 |
| 068-500565 | Remuneration | $ 186,526 | $ 7,540 | $ 194,066 |
| 070-500704 | In-State Travel Reimbursement | $ 68,388 | $ 13,000 | $ 81,388 |
| | Total | $ 13,245,466 | $ 20,540 | $ 13,266,006 |
| | REVENUES | | | |
| | Total General Funds | $ 13,245,466 | $ 20,540 | $ 13,266,006 |

| 02-46-46-469010-82320000 Programs | | | | |
|---|---|---|---|---|
| Class | Description | Current Modified Budget | Requested Action | Current Revised Budget |
| 010-500100 | Personal Services - Permanent | $ 3,511,450 | $ - | $ 3,511,450 |
| 018-500106 | Overtime | $ 497 | $ - | $ 497 |
| 019-500105 | Holiday Pay | $ 2,759 | $ - | $ 2,759 |
| 020-500200 | Current Expenses | $ 10,514 | $ - | $ 10,514 |
| 022-500255 | Rents & Leases Other than State | $ 1,958 | $ - | $ 1,958 |
| 030-500331 | Equipment New/Replacement | $ 6,765 | $ - | $ 6,765 |
| 039-500188 | Telecommunications | $ 6,280 | $ - | $ 6,280 |
| 050-500109 | Personal Service-Temp/Appointe | $ 14,145 | $ - | $ 14,145 |
| 060-500602 | Benefits | $ 2,011,929 | $ - | $ 2,011,929 |
| 070-500704 | In-State Travel Reimbursement | $ 1,116 | $ - | $ 1,116 |
| 102-500731 | Contract for Program Services | $ 9,479 | $ (8,000) | $ 1,479 |
| | Total | $ 5,576,892 | $ (8,000) | $ 5,568,892 |
| | REVENUES | | | |
| | Total General Funds | $ 5,576,892 | $ (8,000) | $ 5,568,892 |

## EXPLANATION

1. The Department requests to create a new expenditure Class 024 Maintenance Other than Building and Grounds in accounting unit 8236 Pharmacy. The Department also requests permission to transfer $16,127 from accounting unit 8236 Pharmacy Class 101 Prescription Drugs to Class 024 Maintenance Other than Building and Grounds to pay for the continuation of the AmeriSource Bergen Service Agreement. This agreement provides remote diagnostics including patches, software downloads and support for the Fastpak pharmaceutical dispensing and packaging machine utilized by the Department's pharmacy staff. This support is proprietary and can only be performed by AmeriSource Bergen, the vendor of the Fastpak machine.

2. The Department requests to transfer $215,885 from accounting unit 8231 Mental Health Class 101 Medical Payments to Providers to 8234 Medical-Dental Class 101 Medical Payments to Providers in the amount of $200,000 and the remaining funds, $15,885, to 5833 Secure Psychiatric Unit Class 101 Medical Payments to Providers, to better match the appropriation to the expenditures.

3. The Department requests to transfer $6,000 from accounting unit 8234 Medical-Dental Class 020 Current Expense in equal amounts of $3,000 to accounting unit 5833 Secure Psychiatric Unit Class 020 Current Expense and accounting unit 8231 Mental Health Class 020 Current Expense. This transfer will allow to better match the appropriation to expenditures.

4. The Department requests to transfer $2,000 from accounting unit 8360 Security and Training Class 019 Holiday Pay to accounting unit 8233 Offender Records Class 020 Current Expense. There is an anticipated savings in 8360 Class 019 and a current deficit in 8233 Class 020 for supplies to maintain offender records.

5. The Department requests to transfer $40,000 from accounting unit 8250 Berlin Prison Class 048 Contractual Maintenance Building and Grounds to accounting unit 8250 Berlin Prison Class 047 Own Forces Maintenance Building and Grounds. The Department has a need for additional funds in Class 047 to fund own forces repairs. Performing repairs with our own forces reduces the need for Class 048 for contracted repairs.

6. During the Governor phase of the SFY 2014 – 2015 Budget, the Department was directed to reduce appropriations in Class 070 In-State Travel Reimbursement by $150,000. The Department has found that the reduction was too great and current appropriations will not be sufficient to fuel, maintain and repair the Departmental fleet of 70 vehicles; and also to pay travel reimbursements to staff.

   The Department was granted permission to transfer $60,000 in funds to Class 070 at the January 10, 2014 Fiscal Committee meeting. A projected deficit of $46,000 still remains. The Department requests to transfer $39,500 among and between classes and accounting units as follows to continue to match appropriations to expenditures. The remaining deficit will be addressed in the future.

Transfer from:

- $22,000 from accounting unit 8300 Financial Services Class 035 Shared Service Support. Savings have been realized in accounting unit 8300 Financial Services Class 035 Shared Service Support. 33% of appropriations have been expended in the first six months of fiscal year 2014 ($155,492.88 Budgeted Total, $50,055.82 Expensed).
- $7,500 from accounting unit 7140 NHSP/M Maintenance Class 020 Current Expense. The immediate need for Class 070 funds in 7140 supersedes the Class 020 needs in 7140 at this time.
- $2,000 from accounting unit 7106 NHSP/M Minimum Security Unit Class 070 In-State Travel Reimbursement.
- $8,000 from accounting unit 8232 Program Services Class 102 Program Services. Class 102 expenditures will be reduced to fund this priority.

Transfer to:

- $3,500 to accounting unit 7170 Parole Board Class 070 In-State Travel Reimbursement.
- $7,500 to accounting unit 7140 NHSP/M Maintenance Class 070 In-State Travel Reimbursement.
- $12,500 to accounting unit 8302 District Offices Class 070 In-State Travel Reimbursement.
- $500 to accounting unit 7107 North End House Class 070 In-State Travel Reimbursement.
- $1,500 to accounting unit 7874 Calumet Class 070 In-State Travel Reimbursement.
- $1,000 to accounting unit 7111 NHSP/W Prison for Women Class 070 In-State Travel Reimbursement.
- $13,000 to accounting unit 8250 Berlin Prison Class 070 In-State Travel Reimbursement.

7. Class 068 Remuneration, specifically Inmate Pay, was reduced by $165,000 during the Governor phase of the SFY 2014-2015 Budget. It has been discovered that the percentage of reduction allocated within each accounting unit was miscalculated. The Department requests a realignment of $22,344 in funds within Class 068 among accounting units and an additional $3,000 transfer from accounting unit 8300 Financial Services Class 035 Shared Service Support from the savings explained in 5. above to accounting unit 6043 Community Corrections Class 068 Remuneration.

   Transfer from:

   - $12,215 from accounting unit 7120 NHSP/M Security Class 068 Remuneration.
   - $9,107 from accounting unit 7106 NHSP/M Minimum Security Unit Class 068 Remuneration.
   - $1022 from accounting unit 7111 NHSP/W Prison for Women Class 068 Remuneration.

   Transfer to:

   - $3,000 to accounting unit 6043 Community Corrections Class 068 Remuneration.
   - $14,804 to accounting unit 5833 Secure Psychiatric Unit Class 068 Remuneration.
   - $7,540 to accounting unit 8250 Berlin Prison Class 068 Remuneration.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions.

A. Does transfer involve continuing program or one-time projects?
   These transfers involve continuing programs.

B. Is this transfer required to maintain existing program level or will it increase the program level?

All transfers listed will be used to maintain existing program levels.

C. Cite any requirements that make this program mandatory.

The requested action to transfer appropriations to Class 070 In-State Travel Reimbursement is required to maintain institutional security by providing additional funds in order to maintain the Departmental fleet.

Medical needs of inmates are mandatory and these transfers facilitate the procurement of appropriate care.

D. Identify the source of the funds on all accounts listed on this transfer.

All accounts listed are 100% General Funds.

E. Will there be any effect on revenue if this transfer is approved or disapproved?

There will not be any effect on revenue.

F. Are funds expected to lapse if this transfer is not approved?

Class 101 Medical Payments to Providers do not lapse until 6/30/2015.

Class 019 Holiday Pay, Class 020 Current Expense, Class 035 DAS Shared Services funds, Class 070 In-State Travel Reimbursement, and Class 102 Program Services, if not fully expended, will lapse.

At this time only Class 035 DAS Shared Services are expected to lapse if this transfer is not approved. All other funding is expected to be expended as the majority of these transfers are to move appropriations to the accounting units they are expended from to better align the actual expenses for future budgets.

G. Are personnel services involved?

No.

Respectfully Submitted,

William L. Wrenn
Commissioner