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**ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER  
ATTORNEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

November 3, 2015

The Honorable Neal M. Kurk, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
And the Honorable Council  
State House  
Concord New Hampshire 03301

REQUESTED ACTION

- Pursuant to RSA 14:30-a, VI, authorize the Department of Justice to amend Fiscal Item #15-194 paragraph one, approved by the Fiscal Committee on September 25, 2015, and Item #69 paragraph one, approved by the Governor and Executive Council on October 7, 2015, by extending the current end date from December 31, 2015 to June 30, 2017 and to accept and expend an additional \$138,902 from the New Hampshire Department of Health and Human Services, Division of Public Health Services, Bureau of Population Health and Community Services, Maternal & Child Health Section Injury Prevention Program, to continue a program that will support activities to collect and analyze non-identifiable data relevant to violent deaths occurring in the State, as part of the National Violent Death Reporting System (NVDRS) initiative, upon the Fiscal Committee and Governor and Executive Council approvals through June 30, 2017. 100% Transfers from other agency.

Funds are to be budgeted in 02-20-20-201510-59390000, Department of Justice, Grants Administration, titled "National Violent Death Reporting System Project" as follows:

<u>Class/Object</u>	<u>Class Title</u>	<u>Current SFY16 Budget</u>	<u>Increase Amount</u>	<u>Revised SFY16 Budget</u>
020-500800	Current Expense	\$15,000	\$4,950	\$19,950
022-500800	Rents	\$25,000	\$8,450	\$33,450
027-502799	Transfers to DoIT	\$18,000	\$4,000	\$22,000
030-500301	Equipment New-Replace	\$10,000	\$0	\$10,000

037-500173	PC Desktop Hardware New	\$3,000	\$0	\$3,000
038-500175	Desktop Software New	\$1,500	\$0	\$1,500
039-500188	Telecommunications	\$2,000	\$3,000	\$5,000
040-500800	Indirect Costs	\$21,820	\$12,500	\$34,320
042-500620	Additional Fringe Benefits	\$4,840	\$5,000	\$9,840
046-500466	Consultants	\$30,000	\$15,000	\$45,000
059-500123	Temp-Full Time	\$56,809	\$61,492	\$118,301
060-500612	Benefits	\$40,898	\$16,710	\$57,608
070-500704	In State Travel	\$8,500	\$4,000	\$12,500
080-500710	Out of State Travel	\$5,000	\$3,800	\$8,800
<b>Total</b>		<b>\$242,367</b>	<b>\$138,902</b>	<b>\$381,269</b>

**Source of Funds**

001-400146	Transfer from other agency	<b>\$381,269</b>
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2. Upon the approval of paragraph one and pursuant to RSA 124:15 authorize the Department of Justice to amend Fiscal Item #15-194 paragraph two, approved by the Fiscal Committee on September 25, 2015, and Item #69 paragraph two, approved by the Governor and Executive Council on October 7, 2015 by extending the current end date from December 31, 2015 to June 30, 2017 to maintain a (1) full-time temporary Planning Analyst/Data Systems position, LG 24 upon the Fiscal Committee and Governor and Council approvals through June 30, 2017. 100% Transfer from other agency.
  
3. Upon the approval of paragraph one and pursuant to RSA 124:15 authorize the Department of Justice to amend Fiscal Item #15-194 paragraph three, approved by the Fiscal Committee on September 25, 2015, and Item #69 paragraph three, approved by the Governor and Executive Council on October 7, 2015 by extending the current end date from December 31, 2015 to June 30, 2017 to maintain a consultant to upgrade computer software/hardware in order to interface with the Centers for Disease Control and Prevention (CDC) program and for a consultant for adaptation of space needed to accommodate the project upon the Fiscal Committee and Governor and Council approvals through June 30, 2017. 100% Transfer from other agency.

**EXPLANATION**

The Department of Justice requests authorization to continue with the NVDRS project through grant proceeds from the NH Department of Health and Human Services, Division of Public Health Services, Maternal and Child Health Section Injury Prevention Program. This grant award will continue to support activities related to the collection, analysis and interpretation of non-identifiable data in violent death situations, including suicide. The activities will inform allied professionals in prevention efforts including legislation, training, education and public awareness with the goal of reducing the number of occurrences of violent death in New Hampshire.

This funding was awarded to the NH Department of Health and Human Services by the U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. It is being subgranted to the Department of Justice, Office of Chief Medical Examiner as that is the only entity with the statutory authority to easily access the data required for the National Violent Death Reporting System. Therefore, it is the appropriate entity to provide the services required. A full-time temporary position will be necessary in order to carry out the duties required under the grant program.

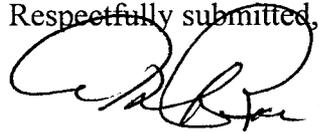
The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

1. **List of personnel involved:** One temporary, full-time classified position (Class 059) to serve as a Planning Analyst/Data Collection Specialist, LG 24.
2. **Nature, Need and Duration:** This full time position will be in effect for the period effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2017.
3. **Relationship to existing agency programs:** This funding is to be utilized specifically to establish a Planning Analyst/Data Collection position in the Department of Justice, Office of the Chief Medical Examiner. This position will improve the ability of allied professionals to focus prevention efforts on more effective measures, through analysis and interpretation of data related to violent deaths including suicides.
4. **Has a similar program been requested of the legislature and denied?** No similar program has been requested and denied.
5. **Why wasn't funding included in the agency's budget request?** This project was not included in the Department's budget request because the funds were not available at the time the budget was submitted nor were there any indications that grant funds would be available.
6. **Can portions of the funds be utilized for other purposes?** No portion of these grant funds can be used for any other purpose.
7. **Estimate the funds required to continue this position(s):** It is estimated that it will cost \$175,909 for one full time position through June 30, 2017.

In the event that these funds are no longer available, General Funds will not be requested to support this program.

Please let me know if you have any questions regarding this request. Your consideration is greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J.A. Foster', written over the text 'Respectfully submitted,'.

*for* Joseph A. Foster  
Attorney General

JAF/jeb  
Enclosures

#1298073

**Department of Justice**  
**GRANTS FISCAL SITUATION FISCAL YEAR 2016**  
**02-20-20-201510-5890 National Death Reporting System**

Total Agency Authorization	\$ 381,269
Less Expenditures thru 6/30/15	<u>\$ -</u>
Remaining Authorization to Budget	\$ 381,269

Less Current FY17 Budget Authorization	\$ 242,367
Total Available for Budgeting	<u>\$ 138,902</u>

Available to Budget at Later Date	\$ -
<b>REQUESTED ACTION</b>	<u><u>\$ 138,902</u></u>

Grant Award Number	Award Amount	Expenses to 6/30/15	Balance
DHHS Job #90001869	\$ 138,902	\$ -	\$ 138,902
Prior Authorized Grant Award	\$ 242,367		<u>\$ 242,367</u>
Total			<u><u>\$ 381,269</u></u>

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CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER  
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ANN M. RICE  
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August 26, 2015

The Honorable Neal M. Kurk, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
And the Honorable Council  
State House  
Concord New Hampshire 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Justice to accept and expend a grant from the New Hampshire Department of Health and Human Services, Division of Public Health Services, Bureau of Population Health and Community Services, Maternal & Child Health Section Injury Prevention Program, in the amount of \$242,367, for the purposes of establishing a program that will support activities to collect and analyze data relevant to violent deaths occurring in the State, as part of the national Violent Death Reporting System (NVDRS) initiative, for the period effective upon the Fiscal Committee and Governor and Council approvals through December 31, 2015. 100% Transfers from other agency.

Funds are to be budgeted in 02-20-20-201510-59390000, Department of Justice, Grants Administration, titled "National Violent Death Reporting System Project" as follows:

Class/Expense	Class Title	Current SFY16 Budget	Increase Amount	Revised SFY16 Budget
020-500800	Current Expense	\$0	\$15,000	\$15,000
022-500800	Rents	\$0	\$25,000	\$25,000
027-502799	Transfers to DoIT	\$0	\$18,000	\$18,000
030-500301	Equipment New Replacement	\$0	\$10,000	\$10,000
037-500173	PC Desktop Hardware-New	\$0	\$3,000	\$3,000
038-500175	Desktop Software New	\$0	\$1,500	\$1,500
039-500188	Telecommunications	\$0	\$2,000	\$2,000
040-500800	Indirect Costs	\$0	\$21,820	\$21,820

042-500620	Additional Fringe Benefits	\$0	\$4,840	\$4,840
046-500466	Consultants	\$0	\$30,000	\$30,000
059-500123	Temp-Full Time	\$0	\$56,809	\$56,809
060-500612	Benefits	\$0	\$40,898	\$40,898
070-500704	In State Travel	\$0	\$8,500	\$8,500
080-500710	Out of State Travel	\$0	\$5,000	\$5,000
<b>Total</b>		<b>\$0</b>	<b>\$242,367</b>	<b>\$242,367</b>

Source of Funds

001-400146	Transfer from other agency			<u>\$242,367</u>
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2. Pursuant to RSA 124:15, and contingent upon the approval of paragraph one, authorize the Department of Justice to establish one (1) full-time temporary Planning Analyst/Data Systems position, LG 24, within budget class 059 (Full-Time Temporary) effective upon the Fiscal Committee and Governor and Council approval through December 31, 2015. 100% Transfer from other agency.

3. Pursuant to RSA 124:15, and contingent upon the approval of paragraph one, authorize the Department of Justice to provide for a consultant to upgrade computer software/hardware in order to interface with the Centers for Disease Control and Prevention (CDC) program and for a consultant for adaptation of space needed to accommodate the project effective upon the Fiscal Committee and Governor and Council approval through December 31, 2015. 100% Transfer from other agency.

EXPLANATION

The Department of Justice requests authorization to accept and expend the grant under the project title National Violent Death Reporting System, from the NH Department of Health and Human Services, Division of Public Health Services, Maternal and Child Health Section Injury Prevention Program. This grant award will support activities related to the collection, analysis and interpretation of data in violent death situations, including suicide. The activities will inform allied professionals in prevention efforts including legislation, training, education and public awareness with the goal of reducing the number of occurrences of violent death in New Hampshire.

This funding was awarded to the NH Department of Health and Human Services by the US Department of Health and Human Services, Centers for Disease Control and Prevention. It is being subgranted to the Department of Justice, Office of Chief Medical Examiner as that is the only entity with the statutory authority to easily access the data required for the National Violent Death Reporting System. Therefore, it is the appropriate entity to provide the services required. A new full-time temporary position will be necessary in order to carry out the duties required under the grant program.

Class 020 – Current Expense - to cover startup and continued office supplies, postage, and printing costs.  
Class 022 – Rent for space to conduct the project.  
Class 027 – Transfers to DoIT - to cover DoIT startup and support of IT functions over and above consultant costs.  
Class 030 – Equipment - to cover an office station desk, work center, chair and other equipment for the NVDRS Analyst.  
Class 037 – PC Desktop Hardware New-to cover a pc workstation, monitor, laptop and other accompanying pc hardware for the NVDRS Analyst.  
Class 038 – Desktop Software New-to pay for necessary software for pc workstation and laptop.  
Class 039 – Telecommunications – to cover telephone service charges and cell phone.  
Class 040 – Indirect Cost-currently 9% rounded.  
Class 042 – Post Retirement additional benefit.  
Class 046 – Consultant to upgrade computer software/hardware, including initial costs and maintenance, to interface with the CDC program and for adaptation of space needed to accommodate the project.  
Class 059 – Full Time/Temp - covers salary expenses for a Planning Analyst/Data Collection position to collect and analyze data relevant to violent deaths including suicides, and to inform partners of prevention efforts towards improving effectiveness of those efforts.  
Class 060 – Benefit expenses to cover benefits for the Planning Analyst/Data Collection position.  
Class 070 – In-State Travel expenses to cover in-state mileage for the Planning Analyst/Data Collection and/or members of the Chief Medical Examiner's Office for grant related in-state meetings, trainings, site visits, technical assistance, etc.  
Class 080 – Out-of-State Travel expenses to cover travel costs related to meetings subgrantees are required to attend.

The following information is provided in accordance with the Comptroller's instructional Memorandum dated September 21, 1981.

1. **List of personnel involved:** One temporary, full-time classified position (Class 059) to serve as a Planning Analyst/Data Collection Specialist, LG 24.
2. **Nature, Need and Duration:** This full time position will be in effect for the period effective upon Fiscal Committee and Governor and Council approval through December 31, 2015.
3. **Relationship to existing agency programs:** This funding is to be utilized specifically to establish a Planning Analyst/Data Collection position in the Department of Justice, Office of the Chief Medical Examiner. This position will improve the ability of allied professionals to focus prevention efforts on more effective measures, through analysis and interpretation of data related to violent deaths including suicides.
4. **Has a similar program been requested of the legislature and denied?** No similar program has been requested and denied.

Listed below are answers to standard questions required of all Fiscal Committee item requests, related to RSA 14:30-a, VI "Expenditure of funds over \$100,000 from any Non State Source", or RSA 124:15, "Positions Authorized" or both:

1. Is the action required of this request a result of the Continuing Resolution for FY 2016?  
No, the Department of Justice would have gone before the Fiscal Committee to accept and expend as the funds were not budgeted in the proposed FY 2016-2017 Operating Budget.
2. If this request is **retroactive** what is the significance and importance of the action being effective from an earlier date?  
N/A.
3. Is this a previously funded and ongoing program established through Fiscal Committee and Governor and Executive Council action? (If so, include as an attachment the original documents as approved and cite the specific dates of authorization and end dates for each action as part of your answer to this question).  
This program item #FIS 15-021 was approved at the April 3, 2015 Fiscal Committee meeting through June 30, 2015. This program item #78 was approved at the April 22, 2015 Governor and Executive Council Meeting through June 30, 2015. Due to uncertainties regarding the FY 2016-2017 biennium budget, there were not any significant actions taken (hiring, purchases of equipment, etc).
4. Was funding for this program included in the FY 2014-2015 enacted Budget or requested and denied?  
No.
5. Is this program in total or in part, included in the vetoed FY 2016-2017 Operating Budget proposal currently pending for your department, or was it requested and denied?  
No, the opportunity to accept and expend this grant came after the Agency budget request had been submitted so it is not included in the FY 2016-2017 Operating Budget proposal.
6. Does this program include, either positions or consultants, and if so, are the positions filled, vacant, or have offers pending?  
The program does request positions and consultants but the positions are not filled and there are not any offers pending.
7. What would be the effect should this program be discontinued or not initiated as a result of this request being denied?  
The grant funding will be lost and New Hampshire will not have the opportunity to engage or have access to the National Violent Death Reporting System or methodologies and networking to prevent violent deaths in the State.

The funds budgeted to support the activities as follows:

5. Why wasn't funding included in the agency's budget request? This project was not included in the Department's budget request because the funds were not available at the time the budget was submitted.

6. Can portions of the funds be utilized for other purposes? No portion of these grant funds can be used for any other purpose.

7. Estimate the funds required to continue this position(s): It is estimated that it will cost \$97,707 for salary and benefits for the full time temporary position for one year.

In the event that these funds are no longer available, General Funds will not be requested to support this program.

Please let me know if you have any questions regarding this request. Your consideration is greatly appreciated.

Respectfully submitted,



Joseph A. Foster  
Attorney General

JAF/jeb  
Enclosures

#1247198