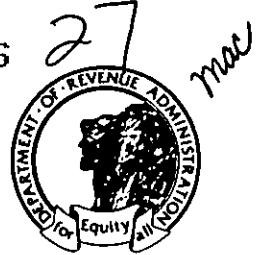




Lindsey M. Stepp
Commissioner

OCT16'19 AM10:44 DAS
State of New Hampshire
Department of Revenue Administration

109 Pleasant Street
PO Box 457, Concord, NH 03302-0457
Telephone 603-230-5005
www.revenue.nh.gov



Carollynn J. Lear
Assistant Commissioner

October 14, 2019

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

REQUESTED ACTION

Pursuant to RSA 94:1-d Allocation Decisions and RSA 94:1-a Salaries Established, the Department of Revenue Administration respectfully requests authorization to establish a salary of \$131,357.20, Salary Grade JJ, maximum step for Ms. Carollynn Lear, Assistant Commissioner of the Department of Revenue Administration, Position #9U266 effective upon Governor and Council approval. **Funding 100% General Funds**

EXPLANATION

Pursuant to RSA 94:1-d Allocations Decisions, an assessment and review of the letter grade allocation for the unclassified position was conducted and on October 10, 2019 the Joint Committee on Employee Classification voted to approve the Salary Grade JJ in RSA 94:1-a Salaries Established for the Assistant Commissioner of the Department of Revenue Administration.

Ms. Carollynn Lear is highly regarded for her deep understanding and administration of New Hampshire taxes, and for her exemplary work ethic. She is currently compensated at Salary Grade HH, Maximum Step, \$117,805.48.

We would be grateful for your consideration of the request.

Respectfully Submitted,

Lindsey M. Stepp
Commissioner of Revenue Administration

Agenda
Joint Committee on Employee Classification (JCEC); RSA 14:14-c

October 10, 2019
Room 104, LOB

1. Vote on July 23, 2019 Minutes

REVIEW POSITION QUESTIONNAIRES; ENDORSE REVIEW BY KORN FERRY

2. Director of Communications, DHHS (9U517)

Current salary grade: EE (\$67,245.36 - 93,654.60)

Position questionnaire completed: September 16, 2019
Submitted to DAS: September 16, 2019

Department seeks salary increase from EE (\$67,245.36 - 93,654.60)
to GG (\$77,609.48 - 108,149.08)

Question: Endorse sending questionnaire to Korn Ferry/Hay for review?

3. Deputy Director, Division of Economic and Housing Stability, DHHS (9U391)

New position; created as part of new organization of divisions
Reallocates funds for a Program Manager position in BB; the functions for this position
have been shifted to classified position #12582

Position questionnaire completed: September 16, 2019
Submitted to DAS: September 16, 2019

Department seeks salary increase from BB (\$57,633.16 - 80,186.08; reallocation of
funds)
to GG (\$77,609.48 - 108,149.08)

Question: Endorse sending questionnaire to Korn Ferry/Hay for review?

REVIEW and VOTE on RECOMMENDED SALARY GRADES

✓ **4. Assistant Commissioner, Department of Revenue Administration (9U453)**

Current salary grade: HH (\$84,507.80 - 117,805.48)

Position questionnaire prepared: July 10, 2019

Submitted to DAS: July 12, 2019

Department seeks salary increase from HH (\$84,507.80 - 117,805.48)
to JJ (\$94,186.04 - 131,357.20)

JCEC endorsement for review: July 23, 2019

Korn Ferry/Hay recommends: JJ (\$94,186.04 - 131,357.20), September 18, 2019

Question: Recommend new salary grade?

5. Director, Office of Health Equity, DHHS (9U473)

Current salary grade: DD (\$63,494.08 - 88,387.00)

Position formerly one of several Systems Specialists

Position questionnaire completed: May 6, 2019

Submitted to DAS: May 2, 2019

Department seeks salary increase from DD (\$63,494.08 - 88,387.00)
to FF (\$71,896.24 - 100,159.28)

JCEC endorsement for review: July 23, 2019

Korn Ferry/Hay recommends: FF (\$71,896.24 - 100,159.28), September 18, 2019

Question: Recommend new salary grade?

6. Other Business