



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

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Jm

LINDA M. HODGDON
Commissioner
(603) 271-3201

JOSEPH B. BOUCHARD
Assistant Commissioner
(603) 271-3204

April 8, 2013

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

REQUESTED ACTION

(I) Accept the quarterly report for transfers processed from January 1, 2013 – March 31, 2013

(II) Authorize the Commissioner of the Department of Administrative Services to make transfers from the Salary Adjustment Fund to agency permanent personnel service accounts after approval by the Director of the Division of Personnel, as authorized under RSA 99:4 for April 1 – June 30, 2013, and to report transfers made as soon as practical after June 30, 2013 and prior to request for further authority.

(III) Authorize the Commissioner of the Department of Administrative Services to make transfers from the Benefit Adjustment Fund to agency benefit accounts, as authorized under RSA 9:17C for April 1 – June 30, 2013, and to report transfers made as soon as practical after June 30, 2013 and prior to request for further authority.

EXPLANATION

RSA 99:4 provides for the Department of Administrative Services to quarterly transfer excess appropriations from agency permanent personnel service accounts to the Salary Adjustment Account. The Salary Adjustment Account is then available for transfer to departments whose accounts are deficient for permanent personnel. The Benefit Adjustment Account operates in a similar manner under RSA 9:17-c, and is used to fund agencies, which do not have sufficient funds to pay for the normal benefits. This Authority to transact for the quarter is requested in advance because a rapid approval process is necessary to prevent accounts from exceeding their appropriation balance.

Transfers transacted under authority granted are reported in arrears. Attached are all salary and benefits transfers for the period January 1 – March 31, 2013.

Respectfully submitted,

Linda M. Hodgdon
Commissioner

LMH/jph

OB
KDA



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305

603/271-2791

TA 3010
2/26/13 sec

JOHN J. BARTHELMES
COMMISSIONER

February 6, 2013

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

Requested Action

Pursuant to RSA 99:4, Salary Adjustment Fund, the Department of Safety requests to transfer Highway Funds in the amount of \$715.00 to cover the projected shortage in the Office of the Commissioner. Effective upon Governor and Council approval through June 30, 2013.

02-023-023-231010-23000000 Dept. of Safety – Office of Commissioner – Office of the Commissioner \$715.00
010-500100 Personal Services - Perm

Total \$715.00

Explanation

This request is to cover a shortfall in salary costs through the end of SFY 2013 that is attributed to yearly salary increments for personnel in appropriation 2300, Office of the Commissioner.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety



State of New Hampshire

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

*John
KPA*

JOHN J. BARTHELMES
COMMISSIONER

*TA 31011
2/26/13 SEC*

February 6, 2013

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

Requested Action

Pursuant to RSA 99:4, Salary Adjustment Fund, the Department of Safety requests to transfer General Funds in the amount of \$585.00 to cover the projected shortage in the Office of the Commissioner. Effective upon Governor and Council approval through June 30, 2013.

02-023-023-231010-23000000 Dept. of Safety – Office of Commissioner – Office of the Commissioner
010-500100 Personal Services - Perm \$585.00

Total \$585.00

Explanation

This request is to cover a shortfall in salary costs through the end of SFY 2013 that is attributed to yearly salary increments for personnel in appropriation 2300, Office of the Commissioner.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

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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

March 5, 2013

TBD 31013
Done 3/25/13
KLH

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

Requested Action

Pursuant to RSA 9:17c, Employee Benefit Adjustment Fund, the Department of Safety requests to transfer Highway Funds in the amount of \$250,500.00 to cover the projected shortage in the following accounts. Effective upon Governor and Council approval through June 30, 2013.

02-023-023-232015-23190000 Dept. of Safety – Div. of Administration – Copy Center 060-500602 Health Ins Benefit (Perm)	\$ 10,500.00
02-023-023-232015-23200000 Dept. of Safety – Div. of Administration – Equipment Control 060-500602 Health Ins Benefit (Perm)	\$ 9,000.00
02-023-023-232015-31100000 Dept. of Safety – Div. of Administration – Road Toll Administration 060-500602 Health Ins Benefit (Perm)	\$ 8,500.00
02-023-023-232015-31200000 Dept. of Safety – Div. of Administration – Road Toll Audit 060-500602 Health Ins Benefit (Perm)	\$ 45,000.00
02-023-023-233015-23020000 Dept. of Safety – Div. of Motor Vehicles – Enhanced Emissions – Admin 060-500602 Health Ins Benefit (Perm)	\$ 17,000.00
02-023-023-233015-23120000 Dept. of Safety – Div. of Motor Vehicles – Motor Vehicle Registration 060-500602 Health Ins Benefit (Perm)	\$140,000.00
02-023-023-233015-23150000 Dept. of Safety – Div. of Motor Vehicles – Financial Responsibility 060-500602 Health Ins Benefit (Perm)	\$ 11,500.00
02-023-023-233015-31000000 Dept. of Safety – Div. of Motor Vehicles – Admin-Div of Motor Vehicles 060-500602 Health Ins Benefit (Perm)	\$ 9,000.00
Total	<u>\$250,500.00</u>

Explanation

This request is to cover a projected shortage in benefits in the above accounts through the end of SFY13 that is a result of benefit plan selections by employees costing more than what was budgeted as well as unanticipated retirements. While this request represents an expense to the highway fund, the Department of Safety will lapse unspent salary and benefit appropriations in other accounts such that the Department will continue to operate within its existing highway fund budget.

Respectfully submitted,

John J. Barthelmes
Commissioner of Safety