



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION

PO BOX 1806
CONCORD, NH 03302-1806
603-271-5610 FAX: 1-888-908-6609
TDD Access: 1-800-735-2964
www.nh.gov/nhdoc

Helen E. Hanks
Commissioner

Robin H. Maddaus
Director

May 24, 2021

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

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

REQUESTED ACTION

Pursuant to the provisions of Chapter 346:46 Laws of 2019, the New Hampshire Department of Corrections respectfully requests permission to transfer \$7,087,928 among accounts listed on the attached detailed exhibit to reallocate appropriations and cover overtime shortfalls effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2021. 100% General Funds.

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

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02-46-46-460010-59280000 Business Information Unit				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 424,201	\$ (175,000)	\$ 249,201
020-500200	Current Expenses	\$ 258		\$ 258
039-500188	Telecommunications	\$ 3,191		\$ 3,191
060-500602	Benefits	\$ 173,470	\$ (50,000)	\$ 123,470
070-500704	In-State Travel Reimbursement	\$ 469		\$ 469
103-502664	Contracts for Operational Services	\$ 120		\$ 120
	Total	\$ 601,709	\$ (225,000)	\$ 376,709
	REVENUES			
	Total General Funds	\$ 601,709	\$ (225,000)	\$ 376,709

02-46-46-460010-71010000 Commissioner's Office				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 177,249	\$ (30,000)	\$ 147,249
011-500126	Personal Services - Unclassified	\$ 139,607		\$ 139,607
012-500128	Personal Services - Unclassified	\$ 131,357	\$ (25,928)	\$ 105,429
020-500200	Current Expenses	\$ 17,398		\$ 17,398
022-500255	Rents - Leases Other Than State	\$ 1,966		\$ 1,966
026-500251	Organizational Dues	\$ 6,155		\$ 6,155
028-500292	Transfers to General Services	\$ 395,965		\$ 395,965
030-500331	Equipment New/Replacement	\$ 394,383		\$ 394,383
039-500188	Telecommunications	\$ 17,372		\$ 17,372
057-500531	Books Periodicals Subscriptions	\$ 965		\$ 965
060-500602	Benefits	\$ 218,327	\$ (30,000)	\$ 188,327
066-500546	Employee Training	\$ 18,255		\$ 18,255
070-500704	In-State Travel Reimbursement	\$ 2,929		\$ 2,929
080-500714	Out of State Travel	\$ 1,872		\$ 1,872
089-501543	Transfer to DAS Maint Fund	\$ 26,745		\$ 26,745
103-502664	Contracts for Operational Services	\$ 82		\$ 82
211-500757	Catastrophic Casualty Insurance	\$ 21,827		\$ 21,827
	Total	\$ 1,572,454	\$ (85,928)	\$ 1,486,526
	REVENUES			
	Total General Funds	\$ 1,572,454	\$ (85,928)	\$ 1,486,526

02-46-46-460010-7170000 Parole Board				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 193,358		\$ 193,358
011-500126	Personal Services - Unclassified	\$ 81,729	\$ (26,000)	\$ 55,729
020-500200	Current Expenses	\$ 3,605		\$ 3,605
022-500255	Rents - Leases Other than State	\$ 2,243		\$ 2,243
026-500251	Organizational Dues	\$ 450		\$ 450
030-500331	Equipment New/Replacement	\$ 400		\$ 400
037-500173	Technology-Hardware	\$ 2,308		\$ 2,308
039-500188	Telecommunications	\$ 8,357		\$ 8,357
050-500109	Personal Service-Temp/Appointed	\$ 92,941	\$ 26,000	\$ 118,941
060-500602	Benefits	\$ 183,616		\$ 183,616
068-500565	Remuneration	\$ 800		\$ 800
070-500704	In-State Travel Reimbursement	\$ 12,628		\$ 12,628
103-502664	Contracts for Operational Services	\$ 450		\$ 450
230-500765	Interpreter Services	\$ 275		\$ 275
	Total	\$ 583,160	\$ -	\$ 583,160
	REVENUES			
	Total General Funds	\$ 583,160	\$ -	\$ 583,160

02-46-46-460010-83010000 Human Resources				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 629,768	\$ 4,700	\$ 634,468
020-500200	Current Expenses	\$ 28,190		\$ 28,190
022-500255	Rents - Leases Other than State	\$ 1,561		\$ 1,561
024-500225	Maint Other Than Build-Grn	\$ 3,600		\$ 3,600
030-500331	Equipment New/Replacement	\$ 2,648		\$ 2,648
039-500188	Telecommunications	\$ 5,805		\$ 5,805
050-500109	Personal Service-Temp/Appointed	\$ 76,196		\$ 76,196
060-500602	Benefits	\$ 376,668	\$ (4,700)	\$ 371,968
070-500704	In-State Travel Reimbursement	\$ 242		\$ 242
101-500729	Medical Payments to Providers	\$ 17,588		\$ 17,588
102-500731	Contracts for Program Services	\$ 242,998		\$ 242,998
103-502664	Contracts for Operational Services	\$ 111		\$ 111
	Total	\$ 1,385,375	\$ -	\$ 1,385,375
	REVENUES			
	Total General Funds	\$ 1,385,375	\$ -	\$ 1,385,375

02-46-46-461010-83000000 Financial Services				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 953,846	\$ (70,000)	\$ 883,846
011-500126	Personal Services - Unclassified	\$ 108,449		\$ 108,449
018-500106	Overtime	\$ 14,060	\$ 10,000	\$ 24,060
020-500200	Current Expenses	\$ 2,988		\$ 2,988
022-500255	Rents - Leases Other than State	\$ 3,119		\$ 3,119
027-582703	Transfers to DoIT	\$ 4,008,752		\$ 4,008,752
030-500331	Equipment New/Replacement	\$ 500		\$ 500
039-500188	Telecommunications	\$ 91,508		\$ 91,508
050-500109	Personal Service-Temp/Appointed	\$ 77,240		\$ 77,240
060-500602	Benefits	\$ 501,742	\$ (25,000)	\$ 476,742
070-500704	In-State Travel Reimbursement	\$ 286		\$ 286
103-502664	Contracts for Operational Services	\$ 180		\$ 180
	Total	\$ 5,762,670	\$ (85,000)	\$ 5,677,670
	REVENUES			
	Total General Funds	\$ 5,762,670	\$ (85,000)	\$ 5,677,670

02-46-46-461510-55410000 Classifications & Offender Records				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 682,606	\$ (40,000)	\$ 642,606
018-500106	Overtime	\$ 100		\$ 100
020-500200	Current Expenses	\$ 1,336		\$ 1,336
022-500255	Rents - Leases Other than State	\$ 3,604		\$ 3,604
030-500331	Equipment New/Replacement	\$ 400		\$ 400
039-500188	Telecommunications	\$ 2,994		\$ 2,994
060-500602	Benefits	\$ 369,472		\$ 369,472
103-502664	Contracts for Operational Services	\$ 757		\$ 757
	Total	\$ 1,061,269	\$ (40,000)	\$ 1,021,269
	REVENUES			
	Total General Funds	\$ 1,061,269	\$ (40,000)	\$ 1,021,269

02-46-46-462510-59290000 Professional Standards				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,147,908	\$ (85,000)	\$ 1,062,908
011-500126	Personal Services - Unclassified	\$ 100,160	\$ 1,522	\$ 101,682
018-500106	Overtime	\$ 59,522	\$ 27,000	\$ 86,522
019-500105	Holiday Pay	\$ 859		\$ 859
020-500200	Current Expenses	\$ 16,187		\$ 16,187
022-500255	Rents - Leases Other than State	\$ 1,524		\$ 1,524
030-500331	Equipment New/Replacement	\$ 10,580		\$ 10,580
039-500188	Telecommunications	\$ 13,023		\$ 13,023
050-500109	Personal Service-Temp/Appointed	\$ 156,621		\$ 156,621
057-500531	Books Periodicals Subscriptions	\$ 398		\$ 398
060-500602	Benefits	\$ 740,187		\$ 740,187
066-500546	Employee Training	\$ 450		\$ 450
070-500704	In-State Travel Reimbursement	\$ 13,741		\$ 13,741
080-500714	Out of State Travel	\$ 967		\$ 967
102-500731	Contracts for Program Services	\$ 8,080		\$ 8,080
103-502664	Contracts for Operational Services	\$ 186		\$ 186
	Total	\$ 2,270,393	\$ (56,478)	\$ 2,213,915
	REVENUES			
	Total General Funds	\$ 2,270,393	\$ (56,478)	\$ 2,213,915

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02-46-46-463510-337200000 NH State Prison for Men				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 12,307,215	\$ (1,650,000)	\$ 10,657,215
011-500126	Personal Services - Unclassified	\$ 125,480		\$ 125,480
018-500106	Overtime	\$ 5,451,323	\$ 3,532,000	\$ 8,983,323
019-500105	Holiday Pay	\$ 474,566		\$ 474,566
020-500200	Current Expenses	\$ 136,724		\$ 136,724
022-500255	Rents - Leases Other than State	\$ 19,146		\$ 19,146
023-500291	Heat-Electricity-Water	\$ 2,652,784		\$ 2,652,784
024-500225	Maint Other Than Build-Grn	\$ 8,850		\$ 8,850
030-500331	Equipment New/Replacement	\$ 59,673		\$ 59,673
039-500188	Telecommunications	\$ 50,440		\$ 50,440
050-500109	Personal Service-Temp/Appointed	\$ 382,701		\$ 382,701
060-500602	Benefits	\$ 9,746,572	\$ (300,000)	\$ 9,446,572
068-500565	Remuneration	\$ 488,430		\$ 488,430
070-500704	In-State Travel Reimbursement	\$ 90,988		\$ 90,988
103-502664	Contracts for Operational Services	\$ 74,769		\$ 74,769
242-500787	Transportation of Inmates	\$ 36,300		\$ 36,300
	Total	\$ 32,105,961	\$ 1,582,000	\$ 33,687,961
	REVENUES			
	Total General Funds	\$ 32,105,961	\$ 1,582,000	\$ 33,687,961

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02-46-46-463510-33730000 Northern NH Correctional Felty				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 6,327,029	\$ (700,000)	\$ 5,627,029
011-500126	Personal Services - Unclassified	\$ 89,844	\$ 26,698	\$ 116,542
018-500106	Overtime	\$ 1,965,850	\$ 1,060,000	\$ 3,025,850
019-500105	Holiday Pay	\$ 171,029		\$ 171,029
020-500200	Current Expenses	\$ 64,946		\$ 64,946
022-500255	Rents - Leases Other than State	\$ 2,993		\$ 2,993
023-500291	Heat-Electricity-Water	\$ 1,155,503		\$ 1,155,503
024-500225	Maint Other Than Build-Grn	\$ 17,901		\$ 17,901
030-500331	Equipment New/Replacement	\$ 18,799		\$ 18,799
039-500188	Telecommunications	\$ 44,480		\$ 44,480
050-500109	Personal Service-Temp/Appointed	\$ 91,760		\$ 91,760
060-500602	Benefits	\$ 4,927,738	\$ (550,000)	\$ 4,377,738
068-500565	Remuneration	\$ 227,201		\$ 227,201
070-500704	In-State Travel Reimbursement	\$ 86,230		\$ 86,230
102-500731	Contracts for Program Services	\$ 110,632		\$ 110,632
103-502664	Contracts for Operational Services	\$ 36,265		\$ 36,265
	Total	\$ 15,338,200	\$ (163,302)	\$ 15,174,898
	REVENUES			
	Total General Funds	\$ 15,338,200	\$ (163,302)	\$ 15,174,898

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02-46-46-463510-33740000 NHSP/W - Prison for Women				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 3,331,273	\$ (850,000)	\$ 2,481,273
011-500126	Personal Services - Unclassified	\$ 109,649	\$ (600)	\$ 109,049
018-500106	Overtime	\$ 1,025,559	\$ 900,000	\$ 1,925,559
019-500105	Holiday Pay	\$ 62,167		\$ 62,167
020-500200	Current Expenses	\$ 48,280		\$ 48,280
022-500255	Rents - Leases Other than State	\$ 4,258		\$ 4,258
023-500291	Heat-Electricity-Water	\$ 611,219		\$ 611,219
024-500225	Maint Other Than Build-Grn	\$ 1,072		\$ 1,072
030-500331	Equipment New/Replacement	\$ 4,969		\$ 4,969
039-500188	Telecommunications	\$ 35,416		\$ 35,416
050-500109	Personal Service-Temp/Appointed	\$ 154,096		\$ 154,096
060-500602	Benefits	\$ 2,555,165	\$ (350,000)	\$ 2,205,165
068-500565	Remuneration	\$ 67,316		\$ 67,316
070-500704	In-State Travel Reimbursement	\$ 9,637		\$ 9,637
102-500731	Contracts for Program Services	\$ 103,359		\$ 103,359
103-502664	Contracts for Operational Services	\$ 15,418		\$ 15,418
	Total	\$ 8,138,853	\$ (300,600)	\$ 7,838,253
	REVENUES			
	Total General Funds	\$ 8,138,853	\$ (300,600)	\$ 7,838,253

02-46-46-464510-41060000 Concord Transitional Work Ctr				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 713,260	\$ (45,000)	\$ 668,260
018-500106	Overtime	\$ 133,335	\$ 290,000	\$ 423,335
019-500105	Holiday Pay	\$ 21,948		\$ 21,948
020-500200	Current Expenses	\$ 5,244		\$ 5,244
022-500255	Rents - Leases Other than State	\$ 1,815		\$ 1,815
023-500291	Heat-Electricity-Water	\$ 62,456		\$ 62,456
024-500225	Maint Other Than Build-Grn	\$ 528		\$ 528
030-500331	Equipment New/Replacement	\$ 5,409		\$ 5,409
039-500188	Telecommunications	\$ 2,688		\$ 2,688
050-500109	Personal Service-Temp/Appointed	\$ 26,732		\$ 26,732
060-500602	Benefits	\$ 512,199		\$ 512,199
068-500565	Remuneration	\$ 101,492		\$ 101,492
070-500704	In-State Travel Reimbursement	\$ 82		\$ 82
103-502664	Contracts for Operational Services	\$ 15,010		\$ 15,010
	Total	\$ 1,602,198	\$ 245,000	\$ 1,847,198
	REVENUES			
	Total General Funds	\$ 1,602,198	\$ 245,000	\$ 1,847,198

02-46-46-464510-51720000 Shea Farm				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 602,329	\$ (175,000)	\$ 427,329
018-500106	Overtime	\$ 119,439	\$ 86,000	\$ 205,439
019-500105	Holiday Pay	\$ 11,955		\$ 11,955
020-500200	Current Expenses	\$ 4,393		\$ 4,393
022-500255	Rents - Leases Other than State	\$ 1,688		\$ 1,688
023-500291	Heat-Electricity-Water	\$ 38,127		\$ 38,127
024-500225	Maint Other Than Build-Grn	\$ 264		\$ 264
030-500331	Equipment New/Replacement	\$ 101,103		\$ 101,103
039-500188	Telecommunications	\$ 4,891		\$ 4,891
060-500602	Benefits	\$ 446,302	\$ (110,700)	\$ 335,602
070-500704	In-State Travel Reimbursement	\$ 2,057		\$ 2,057
103-502664	Contracts for Operational Services	\$ 2,755		\$ 2,755
	Total	\$ 1,335,303	\$ (199,700)	\$ 1,135,603
	REVENUES			
	Total General Funds	\$ 1,335,303	\$ (199,700)	\$ 1,135,603

02-46-46-464510-60430000 Community Corrections				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 565,443	\$ 12,100	\$ 577,543
011-500126	Personal Services - Unclassified	\$ 108,449		\$ 108,449
020-500200	Current Expenses	\$ 1,599		\$ 1,599
030-500331	Equipment New/Replacement	\$ 7,959		\$ 7,959
039-500188	Telecommunications	\$ 1,756		\$ 1,756
060-500602	Benefits	\$ 360,704	\$ 1,300	\$ 362,004
068-500565	Remuneration	\$ 6,339		\$ 6,339
070-500704	In-State Travel Reimbursement	\$ 3,680		\$ 3,680
	Total	\$ 1,055,929	\$ 13,400	\$ 1,069,329
	REVENUES			
	Total General Funds	\$ 1,055,929	\$ 13,400	\$ 1,069,329

02-46-46-464510-71070000 North End House				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 353,263	\$ (30,000)	\$ 323,263
018-500106	Overtime	\$ 54,365	\$ 42,000	\$ 96,365
019-500105	Holiday Pay	\$ 10,738		\$ 10,738
020-500200	Current Expenses	\$ 3,710		\$ 3,710
022-500255	Rents - Leases Other than State	\$ 1,688		\$ 1,688
023-500291	Heat-Electricity-Water	\$ 41,319		\$ 41,319
024-500225	Maint Other Than Build-Grn	\$ 452		\$ 452
030-500331	Equipment New/Replacement	\$ 1,203		\$ 1,203
039-500188	Telecommunications	\$ 3,916		\$ 3,916
060-500602	Benefits	\$ 266,332		\$ 266,332
070-500704	In State Travel Reimbursement	\$ 51		\$ 51
	Total	\$ 737,037	\$ 12,000	\$ 749,037
	REVENUES			
	Total General Funds	\$ 737,037	\$ 12,000	\$ 749,037

02-46-46-464510-78740000 Calumet House				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 639,642	\$ 5,000	\$ 644,642
018-500106	Overtime	\$ 122,335	\$ 123,000	\$ 245,335
019-500105	Holiday Pay	\$ 17,943		\$ 17,943
020-500200	Current Expenses	\$ 3,279		\$ 3,279
022-500255	Rents - Leases Other than State	\$ 1,688		\$ 1,688
023-500291	Heat-Electricity-Water	\$ 55,255		\$ 55,255
024-500225	Maint Other Than Build-Grn	\$ 296		\$ 296
030-500331	Equipment New/Replacement	\$ 5,096		\$ 5,096
039-500188	Telecommunications	\$ 3,852		\$ 3,852
060-500602	Benefits	\$ 385,691	\$ 83,000	\$ 468,691
070-500704	In-State Travel Reimbursement	\$ 4,551		\$ 4,551
103-502664	Contracts for Operational Services	\$ 5,081		\$ 5,081
	Total	\$ 1,244,709	\$ 211,000	\$ 1,455,709
	REVENUES			
	Total General Funds	\$ 1,244,709	\$ 211,000	\$ 1,455,709

02-46-46-465010-58330000 Secure Psychiatric Unit				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,970,337	\$ (285,000)	\$ 1,685,337
018-500106	Overtime	\$ 469,550	\$ 200,000	\$ 669,550
019-500105	Holiday Pay	\$ 51,054		\$ 51,054
020-500200	Current Expenses	\$ 32,278		\$ 32,278
022-500255	Rents - Leases Other than State	\$ 2,093		\$ 2,093
024-500225	Maint Other Than Build-Grn	\$ 990		\$ 990
030-500331	Equipment New/Replacement	\$ 19,044		\$ 19,044
039-500188	Telecommunications	\$ 6,372		\$ 6,372
050-500109	Personal Service-Temp/Appointed	\$ 60,704		\$ 60,704
060-500602	Benefits	\$ 1,359,215	\$ (200,000)	\$ 1,159,215
068-500565	Remuneration	\$ 44,193		\$ 44,193
070-500704	In-State Travel Reimbursement	\$ 2,037		\$ 2,037
101-500730	Medical Payments to Providers	\$ 56,655		\$ 56,655
103-502664	Contracts for Operational Services	\$ 2,803		\$ 2,803
	Total	\$ 4,077,325	\$ (285,000)	\$ 3,792,325
	REVENUES			
	Total General Funds	\$ 4,077,325	\$ (285,000)	\$ 3,792,325

02-46-46-465010-82310000 Mental Health				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,324,885	\$ (300,000)	\$ 1,024,885
018-500106	Overtime	\$ 400	\$ 3,700	\$ 4,100
020-500200	Current Expenses	\$ 6,928		\$ 6,928
022-500255	Rents - Leases Other than State	\$ 2,148		\$ 2,148
030-500331	Equipment New/Replacement	\$ 114,575		\$ 114,575
039-500188	Telecommunications	\$ 3,320		\$ 3,320
049-584995	Transfer to Other State Agencies	\$ 28,330		\$ 28,330
057-500531	Books Periodicals Subscriptions	\$ 9,200		\$ 9,200
060-500602	Benefits	\$ 730,693	\$ (200,000)	\$ 530,693
070-500704	In State Travel Reimbursement	\$ 1,427		\$ 1,427
101-500730	Medical Payments to Providers	\$ 6,934,007		\$ 6,934,007
103-502664	Contracts for Operational Services	\$ 100		\$ 100
	Total	\$ 9,156,013	\$ (496,300)	\$ 8,659,713
	REVENUES			
	Total General Funds	\$ 9,156,013	\$ (496,300)	\$ 8,659,713

02-46-46-465010-82340000 Medical - Dental				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 4,314,072	\$ (185,000)	\$ 4,129,072
012-500128	Personal Services - Unclassified	\$ 117,806	\$ 9,908	\$ 127,714
018-500106	Overtime	\$ 361,897	\$ 178,000	\$ 539,897
019-500105	Holiday Pay	\$ 63,285		\$ 63,285
020-500200	Current Expenses	\$ 218,087		\$ 218,087
022-500255	Rents - Leases Other than State	\$ 4,804		\$ 4,804
030-500331	Equipment New/Replacement	\$ 230,993		\$ 230,993
039-500188	Telecommunications	\$ 23,382		\$ 23,382
050-500109	Personal Service-Temp/Appointed	\$ 94,521		\$ 94,521
057-500531	Books Periodicals Subscriptions	\$ 199		\$ 199
060-500602	Benefits	\$ 2,430,449	\$ (125,000)	\$ 2,305,449
070-500704	In State Travel Reimbursement	\$ 5,580		\$ 5,580
101-500729	Medical Payments to Providers	\$ 7,893,394		\$ 7,893,394
102-500731	Contracts for Program Services	\$ 31,099		\$ 31,099
103-502664	Medical Payments to Providers	\$ 4,092		\$ 4,092
230-500765	Interpreter Services	\$ 828		\$ 828
	Total	\$ 15,794,488	\$ (122,092)	\$ 15,672,396
	REVENUES			
	Total General Funds	\$ 15,794,488	\$ (122,092)	\$ 15,672,396

02-46-46-465010-82350000 Residential Treatment Program				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,655,290	\$ (75,000)	\$ 1,580,290
018-500106	Overtime	\$ 230,659	\$ 71,100	\$ 301,759
019-500105	Holiday Pay	\$ 31,782		\$ 31,782
020-500200	Current Expenses	\$ 18,325		\$ 18,325
030-500331	Equipment New/Replacement	\$ 3,079		\$ 3,079
039-500188	Telecommunications	\$ 6,511		\$ 6,511
060-500602	Benefits	\$ 1,086,137	\$ (80,000)	\$ 1,006,137
070-500704	In State Travel Reimbursement	\$ 1,930		\$ 1,930
103-502664	Contracts for Operational Services	\$ 567		\$ 567
	Total	\$ 3,034,280	\$ (83,900)	\$ 2,950,380
	REVENUES			
	Total General Funds	\$ 3,034,280	\$ (83,900)	\$ 2,950,380

02-46-46-465010-82360000 Pharmacy				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 678,414	\$ 25,000	\$ 703,414
018-500106	Overtime	\$ 4,292		\$ 4,292
019-500105	Holiday Pay	\$ 7,374		\$ 7,374
020-500200	Current Expenses	\$ 31,485		\$ 31,485
022-500255	Rents - Leases Other than State	\$ 143,640		\$ 143,640
039-500188	Telecommunications	\$ 2,248		\$ 2,248
060-500602	Benefits	\$ 272,545		\$ 272,545
070-500704	In-State Travel Reimbursement	\$ 260		\$ 260
100-500726	Prescription Drug Expenses	\$ 4,031,117		\$ 4,031,117
103-502664	Contracts for Operational Services	\$ 406		\$ 406
	Total	\$ 5,171,781	\$ 25,000	\$ 5,196,781
	REVENUES			
	Total General Funds	\$ 5,171,781	\$ 25,000	\$ 5,196,781

02-46-46-465510-66320000 Maintenance				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 1,201,709	\$ (20,000)	\$ 1,181,709
018-500106	Overtime	\$ 61,106	\$ 71,600	\$ 132,706
019-500105	Holiday Pay	\$ 6,404		\$ 6,404
020-500200	Current Expenses	\$ 76,627		\$ 76,627
022-500255	Rents - Leases Other than State	\$ 2,388		\$ 2,388
024-500225	Maint Other Than Build-Grn	\$ 86,517		\$ 86,517
039-500188	Telecommunications	\$ 4,133		\$ 4,133
047-500240	Own Forces Maint Build-Grn	\$ 245,502		\$ 245,502
048-500226	Contractual Maint Build-Grn	\$ 507,269		\$ 507,269
050-500109	Personal Service-Temp/Appointed	\$ 26,797		\$ 26,797
060-500602	Benefits	\$ 675,404	\$ 45,200	\$ 720,604
070-500704	In-State Travel Reimbursement	\$ 20,587		\$ 20,587
	Total	\$ 2,914,443	\$ 96,800	\$ 3,011,243
	REVENUES			
	Total General Funds	\$ 2,914,443	\$ 96,800	\$ 3,011,243

02-46-46-465510-66330000 Laundry				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 182,951	\$ (10,000)	\$ 172,951
018-500106	Overtime	\$ 5,380	\$ 3,400	\$ 8,780
019-500105	Holiday Pay	\$ 797		\$ 797
020-500200	Current Expenses	\$ 42,292		\$ 42,292
030-500331	Equipment New/Replacement	\$ 827		\$ 827
039-500188	Telecommunications	\$ 612		\$ 612
060-500602	Benefits	\$ 102,853	\$ 8,700	\$ 111,553
	Total	\$ 335,712	\$ 2,100	\$ 337,812
	REVENUES			
	Total General Funds	\$ 335,712	\$ 2,100	\$ 337,812

02-46-46-465510-66340000 Kitchen				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 902,475	\$ (150,000)	\$ 752,475
018-500106	Overtime	\$ 87,514	\$ 41,000	\$ 128,514
019-500105	Holiday Pay	\$ 27,732		\$ 27,732
020-500200	Current Expenses	\$ 92,801		\$ 92,801
021-500211	Food Institutions	\$ 2,762,618		\$ 2,762,618
022-500255	Rents - Leases Other than State	\$ 480		\$ 480
030-500331	Equipment New/Replacement	\$ 114,094		\$ 114,094
039-500188	Telecommunications	\$ 1,232		\$ 1,232
060-500602	Benefits	\$ 670,523	\$ (100,000)	\$ 570,523
	Total	\$ 4,659,469	\$ (209,000)	\$ 4,450,469
	REVENUES			
	Total General Funds	\$ 4,659,469	\$ (209,000)	\$ 4,450,469

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02-46-46-469010-82320000 Programs				
Class	Description	Current Modified Budget	Requested Action	Current Revised Budget
010-500100	Personal Services - Permanent	\$ 3,727,730	\$ 200,000	\$ 3,927,730
018-500106	Overtime	\$ 498		\$ 498
019-500105	Holiday Pay	\$ 522		\$ 522
020-500200	Current Expenses	\$ 9,478		\$ 9,478
022-500255	Rents - Leases Other than State	\$ 6,471		\$ 6,471
023-500291	Heat-Electricity-Water	\$ 1,725		\$ 1,725
030-500331	Equipment New/Replacement	\$ 400		\$ 400
039-500188	Telecommunications	\$ 12,021		\$ 12,021
050-500109	Personal Service-Temp/Appointed	\$ 2,607		\$ 2,607
057-500531	Books Periodicals Subscriptions	\$ 499		\$ 499
060-500602	Benefits	\$ 2,189,906	\$ (35,000)	\$ 2,154,906
070-500704	In-State Travel Reimbursement	\$ 1,330		\$ 1,330
102-500731	Contract for Program Services	\$ 28,856		\$ 28,856
230-500765	Interpreter Services	\$ 448		\$ 448
	Total	\$ 5,982,491	\$ 165,000	\$ 6,147,491
	REVENUES			
	Total General Funds	\$ 5,982,491	\$ 165,000	\$ 6,147,491

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EXPLANATION

The Department requests to transfer \$7,087,928 among various General Fund accounting units, Class 010 *Personal Services-Permanent*, Class 011 *Personal Services-Unclassified*, Class 012 *Personal Services-Unclassified*, Class 018 *Overtime*, Class 50 *Personal Services Temp Appoint* and Class 060 *Benefits* as summarized in the attached detail to address current and anticipated deficits in Class 10 *Personal Services-Permanent*, Class 011 *Personal Services-Unclassified*, Class 012 *Personal Services-Unclassified*, Class 018 *Overtime*, Class 50 *Personal Services Temp*, and Class 060 *Benefits* in various accounting units.

Class 010 *Personal Services-Permanent* has an estimated net surplus of \$4,628,200 as a result of departmental vacancies through 24 pay periods and operational impacts associated with COVID-19 as it pertains to staffing. Critical needs exist to fill both security and other direct care positions. Despite increased recruiting efforts, the Department has had difficulty attracting an adequate number of qualified candidates to address this need.

Class 11 *Personal Services-Unclassified* has an estimated shortfall of \$1,620 due to a position being paid at a higher than budgeted amount.

Class 12 *Personal Services-Unclassified* has an estimated net surplus of \$16,020 due to a vacant position.

Class 018 *Overtime* has a projected fiscal year shortfall of \$6,638,800 at this time. Position vacancies have resulted in a need for overtime to maintain institutional security and resident care. In addition, the Department has not been immune to the impacts of COVID-19 and its effect on staffing associated with employee illness as well as the additional operational impacts of managing quarantine and medical isolation protocols.

Class 050 *Personal Services Temp Appoint* has an estimated fiscal year shortfall of \$26,000 due to the addition of a position not previously budgeted for.

Class 060 *Benefits* has an estimated net surplus of \$2,022,200 due to existing position vacancies.

Transfer \$4,875,000 from Class 010 *Personal Services-Permanent*:

- \$1,650,000 from accounting unit 3372 NH State Prison for Men
- \$ 700,000 from accounting unit 3373 Northern NH Correctional Fclty
- \$ 850,000 from accounting unit 3374 NH Correctional Facility/Women
- \$ 45,000 from accounting unit 4106 Concord Transitional Work Ctr
- \$ 175,000 from accounting unit 5172 Shea Farm-Transitional Housing
- \$ 40,000 from accounting unit 5541 Classifications & Offender Records
- \$ 285,000 from accounting unit 5833 Secure Psychiatric Unit
- \$ 175,000 from accounting unit 5928 Business Information Unit
- \$ 85,000 from accounting unit 5929 Professional Standards
- \$ 20,000 from accounting unit 6632 Maintenance
- \$ 10,000 from accounting unit 6633 Laundry
- \$ 150,000 from accounting unit 6634 Kitchen
- \$ 30,000 from accounting unit 7101 Commissioner's Office
- \$ 30,000 from accounting unit 7107 North End-Transitional Housing

- \$ 300,000 from accounting unit 8231 Mental Health
- \$ 185,000 from accounting unit 8234 Medical-Dental
- \$ 75,000 from accounting unit 8235 Residential Treatment Program
- \$ 70,000 from accounting unit 8300 Financial Services

Transfer \$26,600 from Class 011 *Personal Services-Unclassified*:

- \$ 600 from accounting unit 3374 NH Correctional Facility/Women
- \$ 26,000 from accounting unit 7170 Parole Board

Transfer \$25,928 from Class 012 *Personal Services-Unclassified*:

- \$ 25,928 from accounting unit 7101 Commissioner's Office

Transfer \$2,160,400 from Class 060 *Benefits*:

- \$ 300,000 from accounting unit 3372 NH State Prison for Men
- \$ 550,000 from accounting unit 3373 Northern NH Correctional Facility
- \$ 350,000 from accounting unit 3374 NH Correctional Facility/Women
- \$ 110,700 from accounting unit 5172 Shea Farm-Transitional Housing
- \$ 200,000 from accounting unit 5833 Secure Psychiatric Unit
- \$ 50,000 from accounting unit 5928 Business Information Unit
- \$ 100,000 from accounting unit 6634 Kitchen
- \$ 30,000 from accounting unit 7101 Commissioner's Office
- \$ 200,000 from accounting unit 8231 Mental Health
- \$ 35,000 from accounting unit 8232 Programs
- \$ 125,000 from accounting unit 8234 Medical-Dental
- \$ 80,000 from accounting unit 8235 Residential Treatment Program
- \$ 25,000 from accounting unit 8300 Financial Services
- \$ 4,700 from accounting unit 8301 Human Resources

Transfer \$246,800 to Class 010 *Personal Services-Permanent*:

- \$ 12,100 to accounting unit 6043 Community Corrections
- \$ 5,000 to accounting unit 7874 Calumet-Transitional Housing
- \$ 200,000 to accounting unit 8232 Programs
- \$ 25,000 to accounting unit 8236 Pharmacy
- \$ 4,700 to accounting unit 8301 Human Resources

Transfer \$28,220 to Class 011 *Personal Services-Unclassified*:

- \$ 26,698 to accounting unit 3373 Northern NH Correctional Facility
- \$ 1,522 to accounting unit 5929 Professional Standards

Transfer \$9,908 to Class 012 *Personal Services-Unclassified*:

- \$ 9,908 to accounting unit 8234 Medical-Dental

Transfer \$6,638,800 to Class 018 *Overtime*:

- \$3,532,000 to accounting unit 3372 NH State Prison for Men
- \$1,060,000 to accounting unit 3373 Northern NH Correctional Facility
- \$ 900,000 to accounting unit 3374 NH Correctional Facility/Women
- \$ 290,000 to accounting unit 4106 Concord Transitional Work Ctr
- \$ 86,000 to accounting unit 5172 Shea Farm-Transitional Housing
- \$ 200,000 to accounting unit 5833 Secure Psychiatric Unit
- \$ 27,000 to accounting unit 5929 Professional Standards
- \$ 71,600 to accounting unit 6632 Maintenance
- \$ 3,400 to accounting unit 6633 Laundry
- \$ 41,000 to accounting unit 6634 Kitchen
- \$ 42,000 to accounting unit 7107 North End-Transitional Housing
- \$ 123,000 to accounting unit 7874 Calumet-Transitional Housing
- \$ 3,700 to accounting unit 8231 Mental Health
- \$ 178,000 to accounting unit 8234 Medical-Dental
- \$ 71,100 to accounting unit 8235 Residential Treatment
- \$ 10,000 to accounting unit 8300 Financial Services

Transfer \$26,000 to Class 050 *Personal Services Temp Appoint*:

- \$ 26,000 to accounting unit 7170 Parole Board

Transfer \$138,200 to Class 060 *Benefits*:

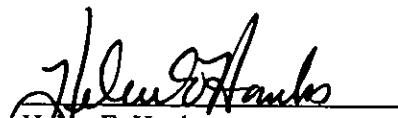
- \$ 1,300 to accounting unit 6043 Community Corrections
- \$ 45,200 to accounting unit 6632 Maintenance
- \$ 8,700 to accounting unit 6633 Laundry
- \$ 83,000 to accounting unit 7874 Calumet-Transitional Housing

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 018 *Overtime* is required to maintain institutional security.
- D. Identify the source of the funds on all accounts listed on this transfer.
All accounting units are 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?
General Funds- All Classes, if not fully expended, will lapse.
- G. Are personnel services involved?
No new positions are being funded by this transfer.

Respectfully Submitted,


Helen E. Hanks
Commissioner