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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CORRECTIONS  
DIVISION OF ADMINISTRATION

P.O. 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 31, 2018

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

**REQUESTED ACTION**

Authorize the NH Department of Corrections' request, in concurrence with the decision of the Department of Administrative Services, Director of Personnel, dated May 3, 2018, in accordance to RSA 99:8, to supplement the existing 30% salary enhancement approved by Governor and Executive Council on May 3, 2017, Item # 43, by a supplemental salary enhancement of approximately 38% for position #19851, Chief Pharmacist, Labor Grade 30 and positions #12997, #19553 and #19848, Pharmacist, Labor Grade 27, totaling \$208,620.49, effective upon Governor and Executive Council approval for the period from July 1, 2018 through June 30, 2019.


**EXPLANATION**

This supplemental salary enhancement of approximately 38% for the Department's Chief Pharmacist and Pharmacist positions is for the purpose of retention due to the competitive labor market and dramatic salary differences from the State's classified pay scale of compensation to the industry's level of compensation and more specifically to other State Agency's unclassified salary structure when comparing like classification occupations within the same geographic location.

To remain competitive within the labor market, the Department is requesting this supplemental increase to the current authorized 30% salary enhancement by adjusting the classified salary pay scales to the same level of compensation as those Pharmacists who are currently paid in the unclassified pay scales reflected in labor grade KK and NN by another State Agency. The Department has requested salary enhancements to remain competitive and attractive for recruiting and retention purposes as the Department's current classified Pharmacist salary structure does not provide the compensation necessary to retain these positions nor compete with another State Agency. The Department will be pursuing legislation to create unclassified positions for our Chief Pharmacist and Pharmacist positions.

The funding for the salary enhancements for these positions is budgeted in the SFY 2019 State operating budget appropriation in the accounting unit, Department of Corrections: 02-46-46-465010-8236-010-500100, Regular Officers and Employees.

Respectfully Submitted,

  
Helen E. Hanks  
Commissioner

**Lind, Jennifer**

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**Subject:** FW: Pharmacists - Salary Enhancement Increase  
**Attachments:** Pharmacist Enhancement increase request.pdf; Wage Chart-Chief Pharmacists- Feb. 2018.docx; Wage Chart-Pharmacists - Feb. 2018.docx; enhancement costs-Pharmacists.pdf  
**Importance:** High

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**From:** Willingham, Sara J. [mailto:Sara.Willingham@das.nh.gov]  
**Sent:** Thursday, May 03, 2018 9:26 AM  
**To:** Fredette, Ella M  
**Cc:** Rechy, Marianne R; Jerry, Carol B; Lydick, Joanne (Mottola); Acevedo, Heidi  
**Subject:** RE: Pharmacists - Salary Enhancement Increase

Thank you for submitting your justification letter and supporting wage documentation to increase the existing salary enhancement for the Chief Pharmacist and Pharmacist positions at the Department of Corrections, including positions numbered 19851, 12997, 19533 and 19848. Under Personnel Rule 904.01(a), an appointing authority may request a temporary increase in the compensation of a class by submitting a comparison of salaries in the appropriate industry and geographic location, including occupations which are comparable to the state classification for which the increase is sought.

In your supporting documentation, you indicated that you have initiated steps to change these positions from classified to unclassified, and that the increased enhancement would bring the positions up to the unclassified salary level. You also stated that you are seeking to bring the level of compensation up to the salaries currently paid to pharmacists employed by the Department of Health and Human Services.

I have reviewed the wage and compensation materials you submitted for pharmacy-related occupations, and find you have met the documentation requirements of the Personnel Rules. Therefore you may proceed to Governor and Council with your request for authorization for a salary enhancement of an additional 38%, which would bring the total enhancement to 68% above the classified pay grade, but would make the salary consistent with the unclassified pay range. If authorized by the Governor and Council, this enhancement will be in effect for a period not to exceed 24 months.

*Sara J. Willingham, Director of Personnel  
NH Division of Personnel  
28 School Street  
Concord, NH 03301  
(603) 271-3359 FAX (603) 271-1422  
sara.willingham@nh.gov*

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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CORRECTIONS  
BUREAU OF HUMAN RESOURCES

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CONCORD, NH 03302-1806  
603-271-5650 FAX: 603-223-2333  
TDD Access: 1-800-735-2964

Helen E. Hanks  
Commissioner

Ella M. Fredette  
HR Administrator

April 27, 2018

Sara Willingham  
Director of Personnel  
NH Division of Personnel  
28 School Street  
Concord, NH 03301

Dear Ms. Willingham:

In accordance with the NH Code of Administrative Rules per 904.01, we submitted a request to you on March 13, 2017 to continue a 30% salary enhancement for our Chief Pharmacist, Position #19851, Labor Grade 30 and Pharmacist positions #19848, 19553, 12997, Labor Grade 27, for a 24 month period from July 1, 2017 through June 30, 2019, which was approved. However, we have completed a search of current wages for Pharmacists and find that an adjustment to our enhancement request is necessary at this time.

Upon review of current trends within this profession, the enclosed Salary charts (Attachments #1 & 2) reflect that the median salary for Pharmacists is \$130,439, where the State A000 pay scale for Pharmacists, at labor grade 27 maximum step is \$72,910.50. With the current 30% salary enhancement, the salary currently equates to \$94,783.65. The difference from the attached chart to the current salary is nearly a 38% increased salary difference. The Salary Chart for Chief Pharmacist demonstrates that the median salary is \$149,297. The current State A000 pay scale for Chief Pharmacist at labor grade 30, maximum step is \$84,142.50. With the current 30% salary enhancement, the salary equates to \$109,385.25. The difference from that attached chart to the current salary for this position is nearly a 37% increased salary difference.

This supplemental request is to seek your approval to increase the salary enhancement currently authorized and have it adjusted to the same level of compensation as those Pharmacists who are currently paid in the unclassified pay scale reflected in labor grade KK and NN. Since 2001, the Department has continually requested salary enhancements to maintain a competitive salary for the retention and recruitment of our positions. However, the reality we face is that the current classified pay scale does not provide the compensation necessary to retain these positions nor compete with another State Agency.

In our March 2017 request, we indicated that we would be examining the possibility to move our Pharmacists positions from classified to unclassified. Currently, the Department has initiated steps to begin the process and will be proposing a Bill to the legislators to create unclassified positions for our Pharmacists and Chief Pharmacist position.

Page -2-

Pharmacist enhancement request

Therefore, in order to keep up with the salary trends and remain competitive, and to provide the same level of compensation to our positions as those employed with the NH Department of Health and Human Services, we are seeking an increased salary enhancement to match the unclassified pay at this time and until such time we obtain approval to create unclassified positions. A rate increase of and additional 38% would bring the total salary enhancement to 68% above their current base salaries.

Thank you in advance for your review and consideration of this request.

Sincerely,



Ella M. Fredette  
HR Administrator

EF/lc  
attachments



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salary.com

Job title or Keyword

Location

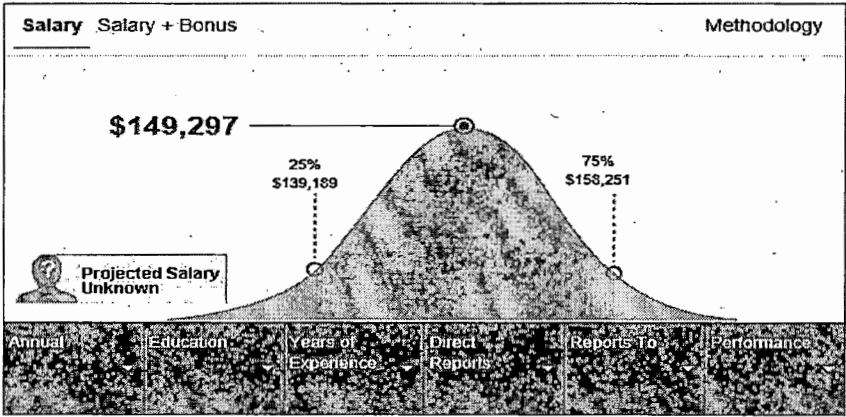
Salaries

Pharmacist Manager CONCORD, NH

Results

- Salary
- Benefits
- Detailed Job Info
- Similar Jobs
- Job Openings

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Pharmacist Manager      CONCORD, NH      Update

- Ads by Google related to: Pharmacist Manager
- pharmpro-inc. PharmPro Staffing Inc - Pharmacy Career Opportunities  
Permanent and Temporary Jobs  
Highlights: Temporary Staffing, Permanent Placement Services  
Pharmacy Staffing      PharmPro's Services  
Pharmacy Management
  - ashp.org ASHP's CareerPharm - Advancing Pharmacists  
Exclusive Job Board of Health-System Pharmacy

NetAp

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Only secure content is displayed. What's the risk?



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Job title or Keyword

Location

Pharmacist CONCORD, NH

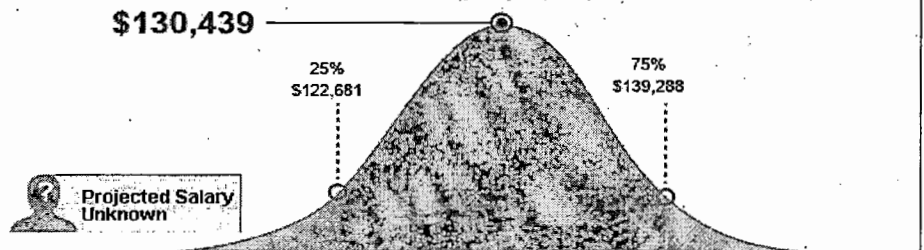
Results

- Salary
- Benefits
- Detailed Job Info
- Similar Jobs
- Job Openings

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Salary Salary + Bonus

Methodology



Annual	Education	Years of Experience	Direct Reports	Reports to	Performance
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Pharmacist CONCORD, NH Update

- Ads by Google related to: Pharmacist
- ashp.org ASHP's CareerPharm - Advancing Pharmacists Exclusive Job Board of Health-System Pharmacy
  - pharmpro-inc... PharmPro Staffing Inc. Pharmacy Career Opportunities Permanent and Temporary Jobs Highlights: Temporary Staffing, Permanent Placement Services Pharmacy Staffing Pharmacy Data Entry

FY 19 per 5.3.2017 # 43 HR

FY 2019 Supplemental 38% Pharmacy Enhancement  
Projected Cost

Classification	Position #	Current A000 LG/Step	Current A000 Salary	Increment Information	SFY 2018 Authorized 30% Enhancement Cost 5.3.17 Item # 43	SFY 2018 Authorized Salary	SFY 2019 Authorized 30% Enhancement Cost 5.3.17 Item # 43	SFY 2019 Authorized Salary	SFY 2019 Supplemental Enhancement of Approximately 38%	Total SFY 2019 Enhancement	SFY 2019 Total Salary Adjusted with Enhancements
Chief Pharmacist	#19851	LG 30 Step 8	\$ 84,142.50	Reached max	\$ 25,242.75	\$ 109,385.25	\$ 25,242.75	\$ 109,385.25	\$ 28,297.12	\$ 53,539.87	\$ 137,682.37
Pharmacist	#12997	LG 27 Step 8	\$ 72,910.50	Reached max	\$ 21,873.15	\$ 94,783.65	\$ 21,873.15	\$ 94,783.65	\$ 29,820.39	\$ 51,693.54	\$ 124,604.04
Pharmacist	#19553	LG 27 Step 8	\$ 72,910.50	Reached max	\$ 21,873.15	\$ 94,783.65	\$ 21,873.15	\$ 94,783.65	\$ 29,820.39	\$ 51,693.54	\$ 124,604.04
Pharmacist	#19848	LG 27 Step 8	\$ 72,910.50	Reached max	\$ 21,873.15	\$ 94,783.65	\$ 21,873.15	\$ 94,783.65	\$ 29,820.39	\$ 51,693.54	\$ 124,604.04
Total - General Funds			\$ 302,874.00		\$ 90,862.20	\$ 393,736.20	\$ 90,862.20	\$ 393,736.20	\$ 117,758.29	\$ 208,620.49	\$ 511,494.49
<b>Total Cost</b>											

\$ 84,142.50	\$ 28,297.12	64%
\$ 72,910.50	\$ 29,820.39	71%
\$ 72,910.50	\$ 29,820.39	71%
\$ 72,910.50	\$ 29,820.39	71%

Unclassified Salaries: Chapter 274 Laws of 2015

Grade	Step 6
KK	\$124,606.04
NN	\$137,681.96

# TITLE VI PUBLIC OFFICERS AND EMPLOYEES

## CHAPTER 99 ADJUSTMENT OF SALARIES OF STATE EMPLOYEES

### Section 99:8

**99:8 Increases for Recruitment Purposes.** – Upon request of the appointing authority, the governor and council are hereby authorized and empowered, notwithstanding any other provisions of the law to the contrary, upon a finding by them and a recommendation from the director of personnel that a substantial number of vacancies exist in any class of authorized positions which vacancies require an increase in salaries for recruitment of qualified personnel therefor, to increase salaries of such classified positions, any such increases to be a charge against the salary adjustment fund.

**Source.** 1967, 353:6. 1974, 52:6. 1986, 12:4, 1, eff. Mar. 27, 1986.



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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CORRECTIONS  
DIVISION OF ADMINISTRATION

William L. Wrenn  
Commissioner

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Robin H. Maddaus  
Director

April 10, 2017

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

**REQUESTED ACTION**

Authorize the NH Department of Corrections request, in concurrence with the decision of the Department of Administrative Services Director of Personnel, dated March 17, 2017, in accordance to RSA 99:8, to continue a 30% salary enhancement totaling \$181,724.40 for position #19851, Chief Pharmacist, Labor Grade 30 and positions #12997, #19553 and #19848, Pharmacist, Labor Grade 27, for the period from July 1, 2017 through June 30, 2019.

**EXPLANATION**

The NH Department of Correction's requests authorization by the Governor and Executive Council to continue the salary enhancement of 30% for its Pharmacists for the purpose of retention due to the competitive labor market and dramatic differences in salaries and trends that impact this profession. The labor market has not changed and the salary trends that impact this profession require continuation of the salary enhancement.

This competitive labor market continues to be limited and ultimately affects the State of New Hampshire and the Department of Corrections' ability to hire and retain qualified individuals. The Department requests this action to continue the salary enhancement to not only remain competitive with the outside labor market, but also to remain competitive with other State agencies (Department of Health and Human Services, New Hampshire Hospital).

The funding for the salary enhancements for these positions is budgeted in the SFY 2018-2019 State operating budget appropriation in the accounting unit, Department of Corrections: 02-46-46-465010-8236-010-500100, Regular Officers and Employees.

Respectfully Submitted,

William L. Wrenn  
Commissioner



**About the job**

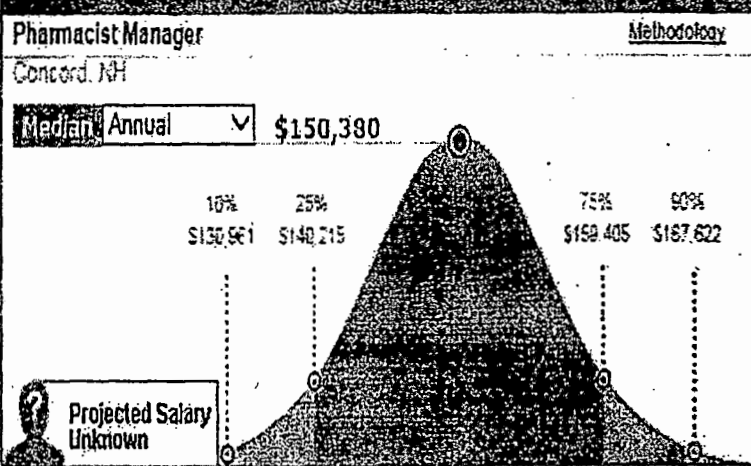
Job Title  
Pharmacist Manager

Location  
Concord, NH

Company Size  
# of employees

Industry  
type of business

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Ads by Google related to: Pharmacist Manager



About the job

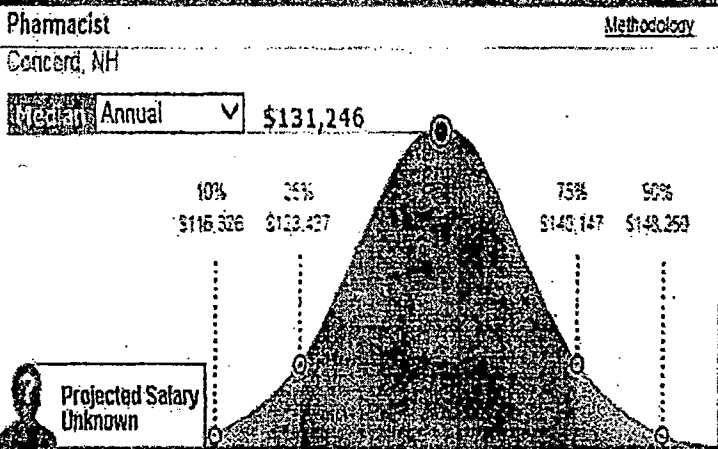
Job Title  
Pharmacist

Location  
Concord, NH

Company Size  
# of employees

Industry  
Type of business

Salary    Salary + Bonus    Benefits    Similar Jobs    Statistics    Job Openings



About You

Ads by Google related to: Pharmacist

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**From:** Willingham, Sara J. [mailto:Sara.Willingham@NH.Gov]  
**Sent:** Friday, March 17, 2017 10:31 AM  
**To:** Fredette, Ella M  
**Cc:** Elberfeld, Jennifer; Jerry, Carol B; Lydick, Joanne (Mottola); Acevedo, Heidi  
**Subject:** RE: Request to Continue Pharmacist Enhancement

Thank you for submitting your justification letter and supporting wage documentation to continue the 30% enhancement for the Chief Pharmacist and Pharmacist positions at the Department of Corrections, including positions numbered 19851, 12997, 19533 and 19848. Under Personnel Rule 904.01(a), an appointing authority may request a temporary increase in the compensation of a class by submitting a comparison of salaries in the appropriate industry and geographic location, including occupations which are comparable to the state classification for which the increase is sought.

I have reviewed the wage and compensation materials you submitted for pharmacy-related occupations, and find you have met the documentation requirements of the Personnel Rules. Therefore you may proceed to Governor and Council with your request for authorization to extend this 30% enhancement, for a period not to exceed 24 months.

Sara J. Willingham, Director of Personnel  
NH Division of Personnel  
28 School Street  
Concord, NH 03301  
(603) 271-3359 FAX (603) 271-1422  
[sara.willingham@nh.gov](mailto:sara.willingham@nh.gov)

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**From:** Fredette, Ella M [mailto:Ella.Fredette@doc.nh.gov]  
**Sent:** Wednesday, March 15, 2017 1:15 PM  
**To:** Willingham, Sara J.  
**Subject:** Request to Continue Pharmacist Enhancement

Good Afternoon Sara,

Please find attached our request to continue the 30% salary enhancement for our Chief Pharmacist and our Pharmacist positions.

Thank you in advance for your review and consideration. As always, please let me know if you have any questions.

Respectfully,



Ella Fredette  
Human Resources Administrator  
NH Department of Corrections  
(603) 271-5640  
(603) 223-2333 fax

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TDD Access: 1-800-735-2964

William L. Wronn  
Commissioner

Ella Fredette  
HR Administrator

March 13, 2017.

Sara Willingham  
Director of Personnel  
NH Division of Personnel  
28 School Street  
Concord, NH 03301

Dear Ms. Willingham:

Effective July 1, 2017, the salary enhancement for our Chief Pharmacist, Position #19851, Labor Grade 30, and Pharmacist positions #19848, 19553, 12997, Labor Grade 27, will expire. The NH Department of Corrections submits this request in accordance with the New Hampshire Code of Administrative Rules per 904.01, to seek your continued approval to extend the 30% salary enhancement currently authorized for these positions for an additional 24 month period to be effective July 1, 2017 through June 30, 2019.


The original enhancement request was granted for retention purposes for our Pharmacists due to the competitive labor market and the dramatic differences in salaries and trends that impact this profession. The labor market has not changed and salary trends appear to continue to be on the rise. We are seeking to continue the current 30% salary enhancement to maintain a competitive salary for retention and recruitment purposes.

Attached are two salary charts from Salary.Com to demonstrate the salary ranges for Pharmacists and Pharmacist Manager along with our "Projected Cost Salary Chart" for the above noted positions. Also, enclosed is a copy of our previous correspondence dated March 26, 2015, requesting a continuation of the enhancement.

We have also examined the possibility to move the pharmacist positions from classified to unclassified positions. However, this would increase the salary cost to the Department's budget by an additional amount of approximately \$117,764. per year. Due to that substantial increase, we are submitting this request to remain at the 30% salary enhancement. The Department will re-examine the feasibility as to whether these positions could be moved from classified to unclassified for the FY 20-21 budget.

The total approximate cost to continue the 30% salary enhancement for the above noted positions from July 1, 2017 through June 30, 2019 would be \$181,724.

We look forward to your favorable response.

Sincerely,  
  
Ella Fredette  
Human Resource Administrator

EF/lc  
Encls.

FY 18 & 19 30% Pharmacy Enhancement Projected Cost									
Classification	Pos #	Current A000 LG/Step	Current A000 Salary	Increment Information	FY 18 Annual Enhancement Cost	SFY 18 Salary with 30% Enhancement	FY 19 Annual Enhancement Cost	SFY 19 Salary with 30% Enhancement	Cumulative FY 18 & 19 Enhancement Cost
Chief Pharmacist	#19851	LG 30 Step 8	\$ 84,142.50	Reached max	\$ 25,242.75	\$ 109,385.25	\$ 25,242.75	\$ 109,385.25	\$ 50,485.50
Pharmacist	#12997	LG 27 Step 8	\$ 72,910.50	Reached max	\$ 21,873.15	\$ 94,783.65	\$ 21,873.15	\$ 94,783.65	\$ 43,746.30
Pharmacist	#19553	LG 27 Step 8	\$ 72,910.50	Reached max	\$ 21,873.15	\$ 94,783.65	\$ 21,873.15	\$ 94,783.65	\$ 43,746.30
Pharmacist	#19848	LG 27 Step 8	\$ 72,910.50	Reached max	\$ 21,873.15	\$ 94,783.65	\$ 21,873.15	\$ 94,783.65	\$ 43,746.30
<b>Total Cost</b>									<b>\$ 181,724.40</b>

**TITLE VI**  
**PUBLIC OFFICERS AND EMPLOYEES**  
**CHAPTER 99**  
**ADJUSTMENT OF SALARIES OF STATE EMPLOYEES**

**Section 99:8**

**99:8 Increases for Recruitment Purposes.** – Upon request of the appointing authority, the governor and council are hereby authorized and empowered, notwithstanding any other provisions of the law to the contrary, upon a finding by them and a recommendation from the director of personnel that a substantial number of vacancies exist in any class of authorized positions which vacancies require an increase in salaries for recruitment of qualified personnel therefor, to increase salaries of such classified positions, any such increases to be a charge against the salary adjustment fund.

**Source.** 1967, 353:6. 1974, 52:6. 1986, 12:4, 1, eff. Mar. 27, 1986.