

State of New Hampshire
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF ADMINISTRATION
 121 South Fruit Street
 Concord, N.H. 03301-2412
 Telephone 603-271-2152 · Fax 603-271-6702

LINDSEY B. COURTNEY
 Interim Executive Director



HALLIE A. PENTHENY
 Director of Finance

March 20, 2020

The Honorable Mary Jane Wallner, Chair
 Fiscal Committee of the General Court
 State House
 Concord, New Hampshire 03301

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

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Office of Professional Licensure and Certification (OPLC) to accept and expend an additional \$184,680, for salary and benefit enhancements for OPLC pharmacists who administratively support the Board of Pharmacy, upon Fiscal Committee and Governor and Council approval through June 30, 2020. Funding Source: 100% Agency Income.

Funds are to be budgeted in FY2020 in the following account:

01-21-21-215010-24060000 Office of Professional Licensure and Certification
Division of Health Professions

Class	Description	Current Appropriation	Requested Action	Revised Appropriation
010-500100	PERSONAL SVCS PERM CLASS	\$1,876,902	\$153,708	\$2,030,610
018-500106	OVERTIME	\$2,009	\$0	\$2,009
020-500200	CURRENT EXPENSES	\$5,953	\$0	\$5,953
022-500255	RENTS-LEASES OTHER THAN STA	\$13,065	\$0	\$13,065
026-500251	ORGANIZATIONAL DUES	\$29,796	\$0	\$29,796
028-582814	TRANSFERS TO GENERAL SVC	\$165,455	\$0	\$165,455
030-500301	EQUIPMENT NEW REPLACEMENT	\$15,075	\$0	\$15,075
039-500190	TELECOMMUNICATIONS	\$28,510	\$0	\$28,510
040-500800	INDIRECT COSTS	\$2,159,370	\$0	\$2,159,370
046-500462	CONSULTANTS	\$56,504	\$0	\$56,504

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

049-584914	TRANSFERS TO OTHER STATE AGENCY	\$672,046	\$0	\$672,046
050-500109	PERSONAL SERVICE TEMP APPOINTMENT	\$368,408	\$0	\$368,408
060-500601	BENEFITS	\$1,041,620	\$30,972	\$1,072,592
065-500542	BOARD EXPENSES	\$129,630	\$0	\$129,630
066-500544	EMPLOYEE TRAINING	\$5,025	\$0	\$5,025
070-500704	IN STATE TRAVEL REIMBURSEMENT	\$78,446	\$0	\$78,446
080-500712	OUT OF STATE TRAVEL REIMBURSEMENT	\$1	\$0	\$1
102-500731	CONTRACTS FOR PROGRAM SERVICES	\$10,000	\$0	\$10,000
531-500372	IMPAIRED PROGRAMS	\$456,600	\$0	\$456,600
	TOTAL	\$7,114,415	\$184,680	\$7,299,095

SOURCE OF FUNDS		CURRENT	REQUESTED	REVISED
		APPROPRIATION	ACTION	APPROPRIATION
REVENUE				
001-406397	TRANSFER FROM OTHER AGENCY	\$152,167		\$152,167
006-406491	AGENCY INCOME	\$60,174		\$60,174
009-401867	AGENCY INCOME	\$6,902,074	\$184,680	\$7,086,754
	TOTAL	\$7,114,415	\$184,680	\$7,299,095

EXPLANATION

In accordance with RSA 99:8, in June 2008, the Governor and Executive Council (G&C) approved the Board of Pharmacy's request for a pharmacy wage enhancement of 30% for its pharmacist positions. Since that time, G&C has continuously approved such requests, which were submitted initially by the Board of Pharmacy and thereafter by OPLC. Most recently, on July 27, 2018 (Item #18), G&C approved a 30% pharmacy enhancement for the period of August 14, 2018, to August 13, 2020, for three OPLC positions.

History of Board of Pharmacy / OPLC Pharmacist Enhancements

GOVERNOR & COUNCIL	ITEM #	ENHANCEMENT PERIOD	ENHANCEMENT %
09/22/2004 (HHS)	53	unknown	20%
05/02/2007	100	8/14/06 to 8/13/08 11/21/06 to 8/13/08	20% 10% TOTAL OF 30%
06/25/2008	234	8/14/08 to 8/13/10	30%
06/09/2010	161	8/14/10 to 8/13/12	30%
07/11/2012	76	8/14/12 to 8/13/14	30%
10/29/2014	49	8/14/14 to 8/13/16	30%
07/13/2016	16	8/14/16 to 8/13/18	30%
07/27/2018 & 10/03/2018	18 37A	8/14/18 to 8/13/20 7/05/18 to 8/13/20	30% 38% TOTAL OF 68%

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

In June 2018, the Department of Corrections (DOC) analyzed the unclassified pharmacist salaries at the Department of Health and Human Services (DHHS) and determined that DOC's pharmacist salaries were 38% lower than the salaries of the pharmacists at DHHS. To ensure that DOC salaries were competitive in the marketplace, DOC requested and received approval from the Division of Personnel (DOP) and G&C to increase its pharmacists' salaries an additional 38%, bringing the DOC pharmacists' total enhancement to 68%, which was in line with the salaries of DHHS pharmacists. (Governor & Council 6/20/18, Item #79). In October 2018, based on the same reasoning as DOC and its organizational need to retain its pharmacists, OPLC followed suit and obtained approval from the Director of Personnel and G&C to increase the agency's total pharmacy enhancement for its three pharmacists to a total of 68%. (Governor & Council 10/03/18, #37A).

FY20 Pharmacy Enhancement

POSITION	TITLE	LABOR GRADE	STEP	2018 WAGE CHART	AUTHORIZED ENHANCEMENT 30%	ADDITIONAL ENHANCEMENT 38%	TOTAL SALARY
18659	Administrator III	31	5	\$78,000	\$23,400	\$29,640	\$131,040
14337	Compliance Inspector	27	8	\$74,022	\$22,206	\$28,128	\$124,357
22008	Compliance Inspector	27	8	\$74,022	\$22,206	\$28,128	\$124,357
				subtotals	\$67,812	\$85,896	
	TOTAL ENHANCEMENT SALARY					\$153,708	
	TOTAL ENHANCEMENT BENEFITS					\$30,972	
				TOTAL		\$184,680	

OPLC is requesting authorization to accept and expend an additional \$184,680.00 because, although G&C approved OPLC's request for two-year pharmacy enhancements in October 2018, OPLC did not allocate sufficient funds in its FY20 and FY21 budgets to pay the pharmacy enhancement. OPLC understands that, during the budget process, full-time position salaries are automatically added to the budget software according to the amount dictated by labor grade and step, along with calculated increases. Positions with financial enhancements must be manually corrected. Although the funds for the pharmacy enhancements should have been included in OPLC's budgets, the pharmacist positions were not manually corrected, and were therefore not included in OPLC's budget during the 2019 budget process.

During a recent review of the FY20-21 budget, OPLC determined the enhancement had not been included in the budget. The current request is intended to rectify that omission for Fiscal Year 2020. OPLC plans to return to the Fiscal Committee and G&C for the Fiscal Year 2021 budget after the enhancement for this time period is determined. During the next budget period, OPLC plans to pursue legislation to convert the three pharmacist positions to unclassified positions.

OPLC appreciates your consideration of its request. Should OPLC not receive approval to accept and

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

March 20, 2020

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

expend funds requested in excess of budgeted amounts to pay the enhanced salaries, OPLC may not be able to meet its existing payroll obligations and would eventually struggle to retain its three pharmacists.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'L. Courtney', written in a cursive style.

Lindsey B. Courtney
Interim Executive Director
Office of Professional Licensure & Certification

Office of Professional Licensure and Certification (OPLC - 021)
Fiscal Situation - Fiscal Year 2020
01-21-021-2150-24060000 - Health Professions

Beginning Balance 6/30/2019	0
FY 2020 Budget Estimated Revenue	7,114,415
FY 2020 Projected Revenue over Budget	<u>500,000</u>
Total FY 2020 Budgeted Funding	7,614,415
Less: FY 2020 Budgeted Expenditures	(7,114,415)
Less 11/6/19 G&C Request Item #24	(9,180)
1/8/20 G&C Request Item #23	(16,250)
1/22/20 G&C Request Item #48	(58,675)
Less Current Requested Action	<u>(184,680)</u>
Projected Fund Balance as of 06/30/2020	231,215



OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
STATE OF NEW HAMPSHIRE

121 South Fruit Street
Concord, New Hampshire 03301
Telephone 603-271-6766 : Fax 603-271-0597

Joseph G. Shoemaker
Technical Division Director

Peter D. Danles
Executive Director

Sheri Walsh
Health Division Director

September 19, 2018

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

SEP24'18 14.56 DAS

REQUESTED ACTION

Authorize the Office of Professional Licensure and Certification, Division of Medical Professions, Board of Pharmacy's (Board) request, in concurrence with the decision of the Department of Administrative Services, Director of Personnel, dated September 18, 2018, in accordance with RSA 99:8, to supplement the existing 30% salary enhancement approved by Governor and Executive Council on July, 27, 2018, Item # 18, by a supplemental salary enhancement of approximately 38% for positions #18659, Administrator III (Chief of Compliance), Labor Grade 31 and positons #14337, and #22008, Pharmacy Compliance Investigator's, Labor Grade 27, totaling \$369,360.00, effective upon Governor and Executive Council approval for the period from October 3, 2018 through October 2, 2020.

The Governor and Executive Council has approved and renewed these Board salary enhancements for our pharmacist positions since September 22, 2004, most recently on July 27, 2018, Item #18.

Funding required for this enhancement (as noted on the attached cost spreadsheet) is available for FY19 and will be budgeted for FY20-21 in the following account:

010-021-2100-24060000 – Office of Professional Licensure and Certification
Division of Medical Professions

010-500100 Regular Officers and Employees

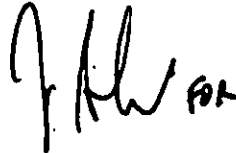
EXPLANATION

This supplemental salary enhancement of approximately 38% for the Department's Administrator III (Chief of Compliance) and two (2) Compliance Investigator's 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.

*His Excellency, Governor Christopher Sununu
and the Honorable Executive Council
September 19, 2018*

To remain competitive within the labor market, OPLC 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. OPLC has requested salary enhancements to remain competitive and attractive for recruiting and retention purposes as the agency's current classified Pharmacist salary structure does not provide the compensation necessary to retain these positions nor compete with another State Agency. The Office of Professional Licensure and Certification will have sufficient funding available to support this enhancement through October 2, 2020.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Peter Danles', with a stylized flourish at the end.

Peter Danles
Executive Director, OPLC

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
STATE OF NEW HAMPSHIRE

121 South Fruit Street
Concord, N.H. 03301-2412

Telephone 603-271-6766 · Fax 603-271-0597

PETER D. DANLES
Executive Director



September 18, 2018

Carol Jerry
NH Deputy Director of Personnel
State House Annex
28 School Street
Concord, New Hampshire 03301

RE: Pharmacy salary enhancements

Dear Carol,

The Office of Professional Licensure and Certification (OPLC) is respectfully requesting a supplemental salary enhancement of approximately 38% for the OPLC Pharmacy Chief of Compliance and (2) Pharmacy Board Compliance Investigator/Inspectors. The purpose of this salary enhancement request is for 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, OPLC 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 other State Agencies. OPLC has requested salary enhancements to remain competitive and attractive for recruiting and retention purposes as OPLC's current classified Administrator III and Pharmacy Board Compliance Investigator/Inspector salary structures do not provide the compensation necessary to retain these positions nor compete with another State Agency.

Included with this request is information regarding current labor market salaries for Pharmacists, and a similar salary enhancement request from the NH Department of Corrections to the Governor and Executive Councilors dated May 31, 2018.

Thank you for your consideration.

Peter Danles

OPLC Executive Director

**NH Board of Pharmacy
Cost of 38% Salary Enhancements
Over 2-Year Period Enhancements Will Be In Effect**

Class 010 (Salaries) Increased Expenses

Position Number		Cost of 38% Enhancement (Year 1)	Cost of 38% Enhancement (Year2)	Total Cost of 38% Enhancement Over 2-Year Request
18659	Administrator III (LG 31, Step 5)	\$53,040	\$53,040	\$106,080
22008	Compliance Investigator (LG 27, Step 8)	\$50,334	\$50,334	\$100,668
14337	Compliance Investigator (LG 27, Step 8)	\$50,334	\$50,334	\$100,668
	Total Cost to Board →	\$153,708	\$153,708	\$307,416

Class 060 (Benefits) Increased Expenses - (Social Security 6.2%, Medicare 1.45%, & Retirement 12.5%)

Position Number	Title	Cost of 38% Enhancement (Year 1)	Cost of 38% Enhancement (Year 2)	Total Cost of 38% Enhancement Over 2-Year Request
18659	Administrator III (LG 31, Step 5)	\$10,688	\$10,688	\$21,375
22008	Compliance Investigator (LG 27, Step 8)	\$10,142	\$10,142	\$20,285
14337	Compliance Investigator (LG 27, Step 8)	\$10,142	\$10,142	\$20,285
	Total Cost to Board →	\$30,972	\$30,972	\$61,944

Grand Total Cost of Enhancements (Salary + Benefits) →	\$184,680	\$184,680	\$369,360
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All figures rounded to nearest dollar

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
STATE OF NEW HAMPSHIRE

121 South Fruit Street
Concord, N.H. 03301-2412

Telephone 603-271-6766 · Fax 603-271-0597

Item # 18

PETER D. DANLES
Executive Director



JUL 05 18 PM 1:15 DAS

June 29, 2018

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

REQUESTED ACTION

Authorize the Office of Professional Licensure and Certification, Division of Medical Professions, Board of Pharmacy's (Board) request, in concurrence with the decision of the Department of Administrative Services, Director of Personnel, dated June 29, 2018, in accordance with RSA 99:8, to renew the temporary 30% salary enhancement for the pharmacy positions listed below, totaling \$164,831, upon Governor and Executive Council approval, for the period from August 14, 2018 to August 13, 2020.

Position Number	Title	Salary Grade
18659	Administrator III (Chief of Compliance)	31
14337	Compliance Investigator	27
22008	Compliance Investigator	27

The Governor and Executive Council has approved and renewed these Board salary enhancements for our pharmacist positions since September 22, 2004, most recently on July 13, 2016, Item #16.

Funding required for this enhancement (as noted on the attached cost spreadsheet) is available for FY19 and will be budgeted for FY20-21 in the following account:

010-021-2100-24060000 – Office of Professional Licensure and Certification
Division of Medical Professions

010-500100 Regular Officers and Employees

EXPLANATION

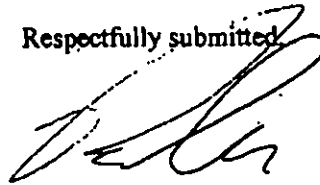
This salary enhancement request for the Board's pharmacy positions is for the purpose of retention due to the competitive labor market and dramatic salary differences from the State's classified pay scale of compensation to the industry's level of compensation and more specifically to other State Agency's unclassified salary structure when comparing like classification occupations within the same geographic

June 22, 2018

location. These increases are necessary in order to maintain the employment of current staff, 2 pharmacist positions and the Administrator III (Chief of Compliance). Skilled, experienced pharmacists are desired for these challenging positions and external salaries still remain substantially higher than state pharmacist salaries (see attached), making it difficult to retain qualified, credentialed individuals. The Office of Professional Licensure and Certification will have sufficient funding available to support this enhancement through August 13, 2020.

The Board appreciates your consideration of this request.

Respectfully submitted,



Peter Danles
Executive Director
Office of Professional Licensure
and Certification

Enclosure

VanSickle, Melissa

From: Willingham, Sara J.
Sent: Friday, June 29, 2018 9:12 AM
To: VanSickle, Melissa
Cc: Danles, Peter; Shevlin, Judith; McLocklin, Stephen A.; Jerry, Carol B; Rechy, Marianne R; Acevedo, Heidi; Lydick, Joanne (Mottola)
Subject: RE: Pharmacy Salary Enhancements
Attachments: Pharmacy enhancements 062218.docx; Cost of enhancements.xlsx

Thank you for submitting the attached justification letter and wage documentation to support the extension of the existing 30% temporary enhancements for the following pharmacy positions, due to expire in August:

Position #18659 Administrator III (Chief of Compliance)
Position #14337 Compliance Investigator
Position #22008 Compliance investigator

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 similar pharmacy-related positions, and find you have met the documentation requirements of the Personnel Rules. Therefore you may proceed to Governor and Council with your request to extend this temporary 30% enhancement for the above listed pharmacy positions. 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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From: VanSickle, Melissa
Sent: Wednesday, June 27, 2018 2:14 PM
To: Willingham, Sara J.
Cc: Danles, Peter; Shevlin, Judith; McLocklin, Stephen A.
Subject: Pharmacy Salary Enhancements

Good afternoon Sara,

Congratulations on your upcoming retirement, I am confident you will enjoy the next chapter of your life.

Attached is a draft letter to G&C requesting another two-year salary enhancement to retain and recruit for these positions. Below are some screen shots of current Pharmacist Salaries to support this request. We respectfully request your written approval prior to submission to DAS for inclusion on the Executive Council's agenda.

Please do not hesitate to contact us should you have any questions or need additional information.

**NH Board of Pharmacy
 Cost of 30% Salary Enhancements
 Over 2-Year Period Enhancements Will Be In Effect**

Class 010 (Salaries) Increased Expenses

Position Number	Title	Cost of 30% Enhancement (Year 1)	Cost of 30% Enhancement (Year 2)	Total Cost of 30% Enhancement Over 2-Year Request
18659	Administrator III (LG 31, Step 5)	\$23,400	\$24,960	\$48,360
22008	Compliance Investigator (LG 27, Step 8)	\$22,207	\$22,207	\$44,414
14337	Compliance Investigator (LG 27, Step 8)	\$22,207	\$22,207	\$44,414
	Total Cost to Board →	\$67,814	\$69,374	\$137,188

Class 060 (Benefits) Increased Expenses - (Social Security 6.2%, Medicare 1.45%, & Retirement 12.5%)

Position Number	Title	Cost of 30% Enhancement (Year 1)	Cost of 30% Enhancement (Year 2)	Total Cost of 30% Enhancement Over 2-Year Request
18659	Administrator III (LG 31, Step 5X)	\$4,715	\$5,029	\$9,745
22008	Compliance Investigator (LG 27, Step 8)	\$4,475	\$4,475	\$8,949
14337	Compliance Investigator (LG 27, Step 8)	\$4,475	\$4,475	\$8,949
	Total Cost to Board →	\$13,665	\$13,979	\$27,643

Grand Total Cost of Enhancements (Salary + Benefits) →	\$81,479	\$83,353	\$164,831
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All figures rounded to nearest dollar

June 27, 2018

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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

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

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

P.O. BOX 1806
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TDD Access: 1-800-735-2964

Helon E. Hanks
Commissioner

Ella M. Fredetto
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