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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF THE COMMISSIONER

Nicholas A. Toumpas
Commissioner

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May 16, 2014

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

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

REQUESTED ACTION

Pursuant to the provisions of Chapter 3:7, II, Laws of 2014 and RSA 14:30-a, VI, authorize the Department of Health and Human Services to transfer general funds in the amount of \$139,362 and decrease related Federal revenues in the amount of (\$121,658) and decrease related Other revenues in the amount of (\$24,124) in the Department of Health and Human Services.

The transfers and adjustments are summarized below and detailed in the attached worksheets, effective upon approval of the Fiscal Committee and the Governor and Executive Council through June 30, 2014.

<u>From: (Various Accounts):</u>	<u>Account</u>	<u>Amount</u>
Division for Children, Youth and Families	Various	\$ (70,360)
Bureau of Elderly and Adult Services	Various	\$ (1,500)
Division of Public Health Services	Various	\$ (19,390)
Bureau of Behavioral Health	Various	\$ (10,032)
Bureau of Developmental Services	Various	\$ (10,000)
New Hampshire Hospital	Various	\$ -
Office of Operations Support and Program Integrity	Various	\$ (28,080)
Office of Information Systems	Various	\$ -
Total Department of Health and Human Services		(139,362)
<u>To: (Various Accounts):</u>	<u>Account</u>	<u>Amount</u>
Division for Children, Youth and Families	Various	\$ 73,022
Bureau of Elderly and Adult Services	Various	\$ 1,500
Division of Public Health Services	Various	\$ 9,390
Bureau of Behavioral Health	Various	\$ -
Bureau of Developmental Services	Various	\$ 10,000
New Hampshire Hospital	Various	\$ 39,450
Office of Operations Support and Program Integrity	Various	\$ -
Office of Information Systems	Various	\$ 6,000
Total Department of Health and Human Services		\$ 139,362

EXPLANATION

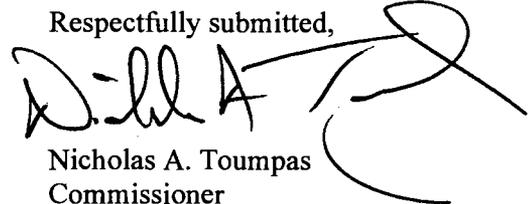
These transfers reflect adjustments to various benefit class lines to address projected expenses in the Department. Expenditure patterns for the first ten months of SFY 2014 have been analyzed and taken into consideration when projecting expenditures for the balance of the year. Based upon this thorough review, a number of accounts were found to require additional funds, while other accounts were experiencing less than originally anticipated expenditures. This transfer will provide for the continued efficient operation of the Department.

The following is the information specifically required when transfers are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested actions:

- A. Justification: See the attached appendix for justification of the availability of funds and required additional funds.
- B. Does this transfer involve continuing programs or one-time projects? This transfer involves continuing programs.
- C. Is this transfer required to maintain existing program levels or will it increase the program level? This transfer is required to maintain existing program levels.
- D. Cite any requirements which make this program mandatory. The programs of the Department are mandated by various state and federal laws.
- E. Identify the source of funds on all accounts listed on this transfer. See the attached worksheet for the source of funds for all accounts.
- F. Will there be any effect on revenue if this transfer is not approved? There is no anticipated effect on revenue as a result of this transfer. Federal participation in Department expenditures is detailed in the attached appendix.
- G. Are funds expected to lapse if this transfer is not approved? It is anticipated that some funds will lapse whether this transfer is approved or not.
- H. Are personnel services involved? No positions are being transferred as a result of this request.

The Department has conducted a detailed review of every line item in the budget to ensure that available funds are maximized to the greatest degree possible. An appendix is attached which summarizes the changes across the Department.

Respectfully submitted,


Nicholas A. Toumpas
Commissioner



Benefits	Account		General Funds Only		Net	Net FF/Other	Account To
	From	From	To	To			
Division for Children, Youth and Families	Various	\$ (70,360)	\$ 73,022	2,662	(21,232)	Various	
Bureau of Elderly and Adult Services	Various	\$ (1,500)	\$ 1,500	-	2,000	Various	
Division of Public Health Services	Various	\$ (19,390)	\$ 9,390	(10,000)	(5,387)	Various	
Bureau of Behavioral Health	Various	\$ (10,032)	\$ -	(10,032)	(5,168)	Various	
Bureau of Developmental Services	Various	\$ (10,000)	\$ 10,000	-	(5,625)	Various	
New Hampshire Hospital	Various	\$ -	\$ 39,450	39,450	17,550	Various	
Office of Operations Support and Program Integrity	Various	\$ (28,080)	\$ -	(28,080)	(131,920)	Various	
Office of Information Systems	Various	\$ -	\$ 6,000	6,000	4,000	Various	
Total Department of Health and Human Services		(139,362)	139,362	-	(145,782)		
			Net Federal Funds		(121,658)		
			Net Other Funds		(24,124)		
					(145,782)		



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
															Fund
1															
2															
3															
4	LAWSON ACCOUNTING FORMAT														
	COMPRA N/A ACCOUNT CLASS ACCOUNT														
5	DIVISION FOR CHILDREN, YOUTH AND FAMILIES														
7	Juvenile Field Services														
9	010	042	79050000	000	408044	Federal Funds									
10	010	042	79050000			Other Funds	\$ (15,081)								
11	010	042	79050000			General Funds	\$ (31,989)	\$ (31,989)							
12	Total Revenue														
13															
14	010	042	79050000	060	500601	Benefits	\$ (47,070)								
15	Total Expense														
16															
17	SYSC Director's Office														
18	010	042	79090000	000	404323	Federal Funds	\$ (6,629)								
19	010	042	79090000			Other Funds	\$ -								
20	010	042	79090000			General Funds	\$ (38,372)	\$ (38,372)							
21	Total Revenue														
22															
23	010	042	79090000	060	500601	Benefits	\$ (45,000)								
24	Total Expense														
25															
26	SYSC Business Office														
27	010	042	79100000	000	404329	Federal Funds	478								
28	010	042	79100000			Other Funds									
29	010	042	79100000			General Funds	1,022	1,022							
30	Total Revenue														
31															
32	010	042	79100000	060	500602	Benefits	1,500								
33	Total Expense														
34															
35	Health Services														
36	010	042	79150000	000		Federal Funds									
37	010	042	79150000			Other Funds									
38	010	042	79150000			General Funds	6,000	6,000							
39	Total Revenue														
40															
41	010	042	79150000	060	500602	Benefits	6,000								
42	Total Expense														
43															
44	Rehabilitative Programs														
45	010	042	79160000			Federal Funds	\$ -								
46	010	042	79160000			Other Funds	\$ -								
47	010	042	79160000			General Funds	\$ 68,000	\$ 68,000							
48	Total Revenue														
49															
50	010	042	79160000	060	500601	Benefits	\$ 68,000								
51	Total Expense														
52															
53	TOTAL DIVISION FOR CHILDREN, YOUTH AND FAMILIES														
54															
55	BUREAU OF ELDERLY & ADULT SERVICES														
56															
57	Office of Bureau Chief														
58	010	048	78730000	000	404429	Federal Funds	\$ 500								
59	010	048	78730000			Other Funds	\$ -								
60	010	048	78730000			General Funds	\$ 1,500	\$ 1,500							
61	Total Revenue														
62															

Benefits Transfer

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Fund	Agcy	Org	Clia	Rcpt	Class Title	Increase/Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	S/T	FF	Transfer Amount	GF		
63	010	048	78730000	060	500601	Benefits	\$ 2,000		\$ 1,500			\$ 500		1,500	
64	Total Expense					\$ 2,000			\$ 1,500						
65															
66	Long Term Care Ombudsman														
67	010	048	89300000	000	404476	Federal Funds	\$ (500)								
68	010	048	89300000			Other Funds	\$ -								
69	010	048	89300000			General Funds	\$ (1,500)								
70	Total Revenue					\$ (2,000)									
71															
72	010	048	89300000	060	500601	Benefits	\$ (2,000)		\$ (1,500)					(1,500)	
73	Total Expense					\$ (2,000)			\$ (1,500)						
74															
75	Money Follows the Person														
76	010	048	89200000	000	404848	Federal Funds	\$ 1,000								
77	010	048	89200000			Other Funds	\$ -								
78	010	048	89200000			General Funds	\$ -								
79	Total Revenue					\$ 1,000									
80															
81	010	048	89200000	060	500601	Benefits	\$ 1,000		\$ 1,000						
82	Total Expense					\$ 1,000			\$ 1,000						
83															
84	Medicaid Services Grants														
85	010	048	89250000	000	403839	Federal Funds	\$ 1,000								
86	010	048	89250000			Other Funds	\$ -								
87	010	048	89250000			General Funds	\$ -								
88	Total Revenue					\$ 1,000									
89															
90	010	048	89250000	060	500601	Benefits	\$ 1,000		\$ 1,000						
91	Total Expense					\$ 1,000			\$ 1,000						
92															
93	TOTAL BUREAU OF ELDERLY AND ADULT SERVICES														
94									\$ -			\$ 2,000		\$ -	
95	DIVISION OF PUBLIC HEALTH SERVICES														
96															
97	PRAMS														
98	010	090	08360000	000	403948	Federal Funds	\$ (28,827)								
99	010	090	08360000			Other Funds	\$ -								
100	010	090	08360000			General Funds	\$ -								
101	Total Revenue					\$ (28,827)									
102															
103	010	090	08360000	060	500601	Benefits	\$ (28,827)		\$ (28,827)						
104	Total Expense					\$ (28,827)			\$ (28,827)						
105															
106	Office of the Director														
107	010	090	51100000	000	404594	Federal Funds	\$ (19,390)								
108	010	090	51100000			Other Funds	\$ -								
109	010	090	51100000			General Funds	\$ (19,390)		\$ (19,390)						
110	Total Revenue					\$ (38,780)			\$ (19,390)						
111															
112	010	090	51100000	060	500601	Benefits	\$ (38,780)		\$ (19,390)					(19,390)	
113	Total Expense					\$ (38,780)			\$ (19,390)						
114															
115	Health Svcs Planning - Review														
116	010	090	51150000			Federal Funds	\$ -								
117	010	090	51150000	009	407324	Other Funds	\$ 4,100								
118	010	090	51150000			General Funds	\$ -								
119	Total Revenue					\$ 4,100									
120															
121	010	090	51150000	060	500601	Benefits	\$ 4,100		\$ 4,100					4,100	
122	Total Expense					\$ 4,100			\$ 4,100						
123															

I	J	K	L	M	N	O	G		H	I	J	K	L	M	N	O
							Fund	Class Title								
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Fund	Agcy	Org	Cla	Rcpt	Acct	Class Title	Increase/Decrease Amount	Net Gen'l Fund by Org. Code	Net Gen'l Fund By Agency	GF Amount	ST	FF	Transfer Amount	GF	GF	
186						Program Support										
187	010	093	59470000	000	408148	Federal Funds	\$ (5,625)									
188	010	093	59470000			Other Funds	\$ -									
189	010	083	59470000			General Funds	\$ (10,000)	\$ (10,000)								
190						Total Revenue	\$ (15,625)									
191																
192	010	093	59470000	080	500601	Benefits	\$ (15,625)									(10,000)
193						Total Expense	\$ (15,625)									
194																
195						NH Designated Receiving Facility										
196	010	093	71840000	000		Federal Funds	\$ -									
197	010	083	71840000			Other Funds	\$ -									
198	010	093	71840000			General Funds	\$ 10,000	\$ 10,000								
199						Total Revenue	\$ 10,000									
200																
201	010	083	71840000	080	500601	Benefits	\$ 10,000									10,000
202						Total Expense	\$ 10,000									
203																
204						TOTAL BUREAU OF DEVELOPMENTAL SERVICES										
205																
206						NEW HAMPSHIRE HOSPITAL										
207																
208						Administration										
209	010	084	84000000	000	404444	Medicaid DSH	\$ 3,600									
210	010	084	84000000			Other Funds	\$ -									
211	010	084	84000000			General Funds	\$ 8,400	\$ 8,400								
212						Total Revenue	\$ 12,000									
213																
214	010	084	84000000	080	500601	Benefits	\$ 12,000									8,400
215						Total Expense	\$ 12,000									
216																
217						NHH-Facility/Patient Support										
218	010	084	84100000	000	404448	Medicaid DSH	\$ 13,950									
219	010	084	84100000	007		Other Funds	\$ -									
220	010	084	84100000			General Funds	\$ 31,050	\$ 31,050								
221						Total Revenue	\$ 45,000									
222																
223	010	084	84100000	080	500601	Benefits	\$ 45,000									31,050
224						Total Expense	\$ 45,000									
225																
226						TOTAL OF NEW HAMPSHIRE HOSPITAL										
227																
228						OFFICE OF OPERATION SUPPORT										
229																
230						HEALTH FACILITIES ADMINISTRATION										
231	010	085	51460000	000	403805	Federal Funds	\$ (103,696)									
232	010	085	51460000	003	407898	Other Funds	\$ (28,224)									
233	010	085	51460000			General Funds	\$ (28,080)	\$ (28,080)								
234						Total Revenue	\$ (180,000)									
235																
236	010	085	51460000	080	500601	Benefits	\$ (180,000)									(28,080)
237						Total Expense	\$ (180,000)									
238																
239						TOTAL OFFICE OF OPERATION SUPPORT										
240																
241						OFFICE OF INFORMATION SYSTEMS										
242																
243						Office of Information Services										
244	010	095	59520000	000	408159	Federal Funds	\$ 4,000									
245	010	095	59520000			Other Funds	\$ -									
246	010	095	59520000			General Funds	\$ 6,000	\$ 6,000								
247						Total Revenue	\$ 10,000									



**DEPARTMENT OF HEALTH AND HUMAN SERVICES
TRANSFER OF FUNDS SFY 2014 – Benefits (060)**

DIVISION FOR CHILDREN, YOUTH & FAMILIES

**05-95-042-421410-79050000
Juvenile Field Services**

Funding in this organization represents costs associated with Juvenile Justice Field Services, including Juvenile Probation & Parole Officers, Juvenile Probation & Parole Supervisors, and support staff located at itinerant and District Offices. This transfer will take projected surplus in the Benefit line item in this account to fund projected deficits elsewhere in the Department. The projected surplus in the Benefit line item is due to many vacancies in this organization code. Source of funds: 32.04% Federal Funds, 67.96% General Funds.

**05-95-042-421510-79090000
SYSC Director's Office**

Funding in this organization represents costs associated with the operation of the Office of the Director along with other administrative support staff. As a result of over budgeting in the Salary line item for this organization, there is a projected surplus in the Benefits line item. This transfer will fund a projected deficit in the Benefits line item in the Rehabilitative Programs organization. Source of funds: 14.73% Federal, 85.27% General Funds.

**05-95-042-421510-79100000
SYSC Business Office**

Funding in this organization represents costs associated with the financial operation at the John H. Sununu Youth Services Center. This Office currently consists of one full-time Business Administrator and unbudgeted part-time assistance through May 15, 2014. As a result of under budgeting in the Salary line item for this organization, there is a projected deficit in the Benefits line item. Source of funds: 31.89% Federal, 68.11% General Funds.

**05-95-042-421510-79150000
Health Services**

Funding in this organization represents costs associated with medical services provided to the residents of the John H. Sununu Youth Services Center. As a result of under budgeting, there is a projected deficit in the Benefits line item for this organization. Source of funds: 100% General Funds.

**05-95-042-421510-79160000
Rehabilitative Programs**

Funding in this organization represents costs associated with the John H Sununu Youth Services Center direct care staff, including youth counselors, treatment coordinators, operations staff, and other program costs. As a result of under budgeting in the Personal Services Temp Appointment

line item (Class 050), there is a projected deficit in the Benefits line item. Source of Funds: 100% General Funds.

BUREAU OF ELDERLY & ADULT SERVICES

05-95-048-480010-78730000

Office Of Bureau Chief

Funding in this organization represents costs associated with overseeing all aspects of the Bureau of Elderly and Adult Services. Funds are needed in Class 060 (Benefits) to cover an anticipated shortfall. Source of Funds: 75% General and 25% Federal.

05-95-048-480510-89300000

Long Term Care Ombudsman

Funding in this organization represents costs associated with providing long term care ombudsman services and to administrating grants received from the Administration for Community Living. Funds are available in Class 060 (Benefits) due to vacancies. Source of Funds: 75% General, 25% Federal.

05-95-048-481010-89200000

Money Follows The Person

Funding in this organization represents costs associated with providing transitional programs to home and community based care clients transitioning from the nursing home. Funds are needed in Class 060 (Benefits) to satisfy a projected deficit. Source of Funds: 100% Federal.

05-95-048-481010-89250000

Medicaid Services Grants

Funding in this organization represents costs associated with the administration and oversight of grants related to Medicaid Services. Funds are needed in Class 060 (Benefits) to satisfy a projected deficit. Source of Funds: 100% Federal.

DIVISION OF PUBLIC HEALTH SERVICES

05-95-090-902010-08360000

PRAMS

Funding in this organization represents costs associated with the PRAMS grant within the Division of Public Health Services. Funds are available in Class 060 (Benefits) due to cost less than anticipated. Source of Funds: 100% Federal.

05-95-090-900010-51100000
Office of the Director

Funding in this organization represents costs associated with the Office of the Director within the Division of Public Health Services. Funds are available in Class 060 (Benefits) due to cost less than anticipated. Source of Funds: 50% Federal, 50% General

05-95-090-900010-51150000
Health Services Planning & Review

Funding in this organization represents costs associated with the Health Services Planning and Review program within the Division of Public Health Services. Funds are needed in Class 060 (Benefits) due to anticipated cost greater. Source of Funds: 100% Other (Fees).

05-95-090-900510-22030000
Informatics

Funding in this organization represents cost associated with the Informatics section activities within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of benefits will be greater than the adjusted authorized for currently filled positions in SFY 14. Source of Funds: 50% Federal, 50% General

05-95-090-900510-86670000
BRFS

Funding in this organization represents costs associated with the Behavioral Risk Factor Survey (BRFS) activities within the Division of Public Health Services. Funds are needed in Class 060 (Benefits) to satisfy a deficit due to higher than anticipated costs. Source of Funds: 100% Federal

05-95-090-901010-59970000
Strengthening PH Infrastructure

Funding in this organization represents costs associated with the Strengthening Public Health Infrastructure program within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of benefits will be greater than the adjusted authorized for currently filled positions in SFY 14. Source of Funds: 100% Federal.

05-95-090-902010-12270000
Combined Chronic Disease

Funding in this organization represents costs associated with the Combined Chronic Disease grant within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of salaries will be greater than the adjusted authorized for currently filled positions in SFY 14. This is a new grant created during 14/15 budget. The staff moved into AU 1227 from the Obesity AU 90620000. This transfer will move the necessary benefits to cover the positions now funded with this new grant. Source of Funds: 100% Federal

05-95-090-902010-56590000
Comprehensive Cancer

Funding in this organization represents costs associated with the comprehensive cancer initiatives within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of benefits will be greater than the adjusted authorized for currently filled positions in SFY 14. Source of Funds: 100% Federal.

BUREAU OF BEHAVIORAL HEALTH

05-95-092-920010-59450000
CMH Program Support

Funding in this accounting unit represents operational costs associated the Office of Community Mental Health Services. Funds are available in Class 060 (Benefits) due to vacancies. Source of Funds: 66% General, 34% Federal.

BUREAU OF DEVELOPMENTAL SERVICES

05-95-093-930010-59470000
Program Support

Funding in this organization represents costs associated with the operation of the Community Developmental Services central office within the Bureau of Developmental Services. Funds are available in Class 060 (Benefits) due to vacancies. Source of Funds: 64% General, 36% Federal.

05-95-093-930010-71640000
NH Designated Receiving Facility

Funding in this accounting unit represents costs associated with the operation of the Designated Receiving Facility in Laconia. Funds are needed in Class 060 (Benefits) to cover an anticipated shortfall. Source of Funds: 100% General.

NEW HAMPSHIRE HOSPITAL

05-95-094-940010-84000000
Administration

Funding in this organization represents costs associated with the administration of New Hampshire Hospital. Funds are necessary in class 060 (Benefits) to cover projected deficits caused by vacancies and hiring late in the fiscal year which increased the projected needs in benefits above the amount reduced in prior transfers. Source of Funds: 30% Federal, 70% General.

05-95-094-940010-84100000
NHH-Facility/Patient Support

Funding in this organization represents costs associated with the operation of New Hampshire Hospital, Facility/Patient Support Services. Staff in these areas provides direct services to patients in Food and Nutritional Services, Environmental Services, Laundry Services and Maintenance. Class 060 (Benefits) requires additional appropriations due to hiring late in the fiscal year that increased the projected needs in benefits above the amount reduced in prior transfers. Source of Funds: 31% Federal, and 69% General.

OFFICE OF OPERATION SUPPORT

05-95-095-952010-51460000
Health Facilities Administration

Funding in this unit represents costs associated with the licensure monitoring and investigation of health facilities. This transfer will fund a projected need within the department for (060) Benefits due to a projected surplus as a result of staff turnover and retirements. Source of Funds: 65% Federal, 18% Other, 18% General

OFFICE OF INFORMATION SERVICES

05-95-095-954010-59520000
Information Services

Funding in this organization code represents the costs associated with the Office of Information Services that provides a range of information technology support for the Department of Health and Human Services. The projected deficit in Benefits (Class 060) is due to the transfer of staff and positions into the Office of Information Services. Source of funds: 40% Federal, 60% General

