



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

July 1, 2020

Lori Shibinette
Commissioner
New Hampshire Department of Health and Human Services
129 Pleasant Street
Concord, N.H. 03301

Dear Commissioner Shibinette,

Pursuant to my authority under RSA 21-P:43; RSA 4:45; RSA 4:47; and Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, and 2020-14 I have approved your written request, in attachment, to take the following actions related to the COVID-19 Public Health Emergency:

1. Transfer \$130,000 between various class lines in order for the Department of Health and Human Services (DHHS) to cover the deficit from the amount of overtime worked on the COVID-19 Public Health Response, budgeted consistent with the information in the request in attachment, effective through June 30, 2020. (100% Federal Funds)

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
FINANCIAL SERVICES

Lori A. Shibinette
Commissioner

Kerrin A. Rounds
Chief Financial Officer

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9546 1-800-852-3345 Ext. 9546
TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 23, 2020

His Excellency, Governor Christopher T. Sununu
State House
Concord, NH 03301

REQUESTED ACTION UNDER RSA 21-P:43; RSA 4:45; RSA 4:47; AND EXECUTIVE ORDER
2020-04 AS EXTENDED BY EXECUTIVE ORDERS 2020-05, 2020-08, 2020-09 AND 2020-10

Authorize the Department of Health and Human Services to transfer federal funds in the amount of \$130,000 between various class lines. The transfer is summarized below, effective upon approval of the Governor through June 30, 2020.

**05-095-090-902510-70390000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS
DEPT OF, HHS: PUBLIC HEALTH DIVISION, BUREAU OF INFECTIOUS DISEASE CONTROL,
PUBLIC HEALTH CRISIS RESPONSE**

Class/Object	Class Title	Current Authorized Budget	Increase (Decrease) Amount	Revised Modified Budget
Revenue				
000-400146	Federal Funds	\$14,984,527	\$0	\$14,984,527
	General Funds	\$ -		\$ -
Total Revenue:		\$14,984,527	\$0	\$14,984,527
Expense				
010-500100	Personal Services Perm	\$51,000	\$0	\$51,000
018-500106	Overtime	\$450,000	\$130,000	\$580,000
019-500105	Holiday Pay	\$60,000	\$0	\$60,000
020-500200	Current Expenses	\$279,056	\$0	\$279,056
030-500321	Equipment	\$700,824	\$0	\$700,824
037-500173	Technology-Hardware	\$251,120	\$0	\$251,120
038-509038	Technology-Software	\$454,408	\$0	\$454,408
039-500188	Telecommunications	\$100,000	\$0	\$100,000
041-500801	Audit Fund Set Aside	\$12,866	\$0	\$12,866
042-500620	Post Retirements Benefits	\$45,000	\$0	\$45,000
049-584910	Transfer to Other State Agency	\$84,952	\$0	\$84,952
049-584920	Transfer to Other State Agency	\$110,000	\$0	\$110,000

049-584921	Transfer to Other State Agency	\$118,864	\$0	\$118,864
050-500109	Other Personal Services	\$150,000	\$0	\$150,000
059-500117	Temp Full Time	\$200,000	\$0	\$200,000
060-500601	Benefits	\$340,000	\$0	\$340,000
066-500556	Employee Training	\$79,966	\$0	\$79,966
070-500700	In State Travel Reimb	\$53,108	\$0	\$53,108
080-500710	Out of State Travel Reimb	\$32,920	\$0	\$32,920
085-588510	Interagency Xfr Out of Fed	\$158,627	\$ -	\$158,627
085-588520	Interagency Xfr Out of Fed	\$120,000	\$ -	\$120,000
085-588521	Interagency Xfr Out of Fed	\$127,750	\$ -	\$127,750
085-588532	Interagency Xfr Out of Fed	\$45,000	\$ -	\$45,000
102-500731	Contracts for Program Services	\$10,519,066	(\$130,000)	\$10,389,066
548-500396	Reagents	\$440,000	\$0	\$440,000
Total Expense:		\$14,984,527	\$0	\$14,984,527

EXPLANATION

The Department is transferring funds into Class 18, Overtime to cover the deficit in this line for the remainder of the Fiscal Year. There has been a significant amount of overtime worked by various Department staff while responding to the Public Health's COVID-19 response. The estimated amount of overtime was not sufficient enough to cover the fiscal year.

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: As noted above, this transfer request is to cover the significant amount of overtime worked on the COVID-19 Public Health response.
- B. Does this transfer involve continuing programs or one-time projects?
This transfer involves continuing programs as well as potentially one-time projects.
- 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.
All funds being transferred are 100% Federal funds.
- F. Will there be any effect on revenue if this transfer is not approved?
No

G. Are funds expected to lapse if this transfer is not approved?

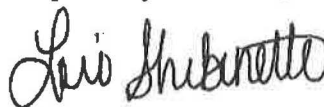
Cannot be determined at this time.

H. Are personnel services involved?

No positions are being transferred as a result of this request.

Geographic area served: Statewide

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lori A. Shibinette". The signature is fluid and cursive, with the first name "Lori" being more prominent.

Lori A. Shibinette
Commissioner