



STATE OF NEW HAMPSHIRE



GOVERNOR'S OFFICE

for

EMERGENCY RELIEF AND RECOVERY

March 9, 2021

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 ORDER 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, 2020-15, 2020-16, 2020-17, 2020-18, 2020-20, 2020-21, 2020-23, 2020-24, 2020-25, 2021-01, 2021-02 AND EXECUTIVE ORDER 2020-06

Dear Governor Sununu:

- 1. The Governor's Office for Emergency Relief and Recovery (GOFERR) requests that the Governor, under his emergency authority and in support of Paragraph 3 of Executive Order 2020-06 creating the GOFERR, establish 2 additional full time unclassified state employees: Deputy Director and Communication Director Positions within GOFERR to serve at the pleasure of the Director. The Deputy Director at grade FF and the Communications Director at grade AA under RSA 94:1-a. These positions will be 100% funded from the GOFERR administrative budget with Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding.
2. Contingent upon approval of Action Item #1, authorize GOFERR to hire the Deputy Director whose resume is attached at grade FF under RSA 94:1-a at step 6, \$95,450.16, notwithstanding RSA 94:6 and transfer the Communications Director from the Office of the Governor to GOFERR at grade AA under RSA 94:1-a, at step 1, \$55,427.00. 100% Federal Funds.

Funds for FY 2021 position salary and benefit costs for the Deputy Director are available in 01-02-02-020210 - Governor's Office for Emergency Relief & Recovery, 19110000 - Office of the Director, as follows:

Table with 3 columns: CLASS, ACCOUNT, BUDGET REQUEST. Rows include O11 - Personal Services Unclassified, O60 - Benefits (FICA), O60 - Benefits (Health Insurance), O60 - Benefits (Life Insurance), O60 - Benefits (Employee's Retirement), O60 - Benefits (Dental Insurance), O60 - Benefits (Medicare Coverage), and Total Position Salary and Benefit Cost: \$135,626.

1 The resume and deputy director name must remain confidential until this action is approved and the hiring process is complete.

000 – Federal Funds	400338	\$135,626
Total Position Salary and Benefit Funding:		\$135,626

Funds for FY 2021 position salary and benefit costs for the Communications Director are available in 01-02-02-020210 – Governor’s Office for Emergency Relief & Recovery, 19110000 – Office of the Director, as follows:

<u>CLASS</u>	<u>ACCOUNT</u>	<u>BUDGET REQUEST</u>
011 - Personal Services Unclassified	500126	\$55,427
060 - Benefits (FICA)	500601	\$3,437
060 - Benefits (Health Insurance)	500602	\$9,013
060 - Benefits (Life Insurance)	500603	\$13
060 - Benefits (Dental Insurance)	500605	\$505
060 - Benefits (ST Insurance Premium)	501541	\$10
Total Position Salary and Benefit Cost:		\$68,405
000 – Federal Funds	400338	\$68,405
Total Position Salary and Benefit Funding:		\$68,405

EXPLANATION

The Governor established GOFERR by Executive Order 2020-06, which included in paragraph 3 authority for the Director, with prior approval of the Governor, to appoint such additional staff as the Director deems necessary to carry out the operations of GOFERR. To the maximum extent feasible, the staff of GOFERR were to be made up of current State employees. Particularly as GOFERR moves into the compliance, monitoring and reporting phases, the Director has determined that a Deputy Director to assist the GOFERR is necessary to accomplish the work of GOFERR. The Treasury Office of the Inspector General has extended the reporting deadlines for the and given the extension of the CRF fund to 12/31/2021, reporting will continue into at least the first quarter of 2022. There is also continuing discussion in Washington of further federal funding to support recovery from COVID-19 for states, local government and business. Continuity and knowledge of the unique circumstances governing the use of the CARES Act CRF funds will be critical throughout the closeout phase. GOFERR has attempted unsuccessfully to identify an existing state employee in the Deputy Director position that can be spared from their appointing agency. GOFERR has the opportunity to obtain the identified Deputy Director.

Given the candidate’s current salary, it will also be necessary to extend an offer at step 6 of grade FF in order to obtain the candidate. Given the Deputy Director’s experience level and proven track record, this is a reasonable starting salary and necessary for successful recruitment. Grade FF covers other unclassified positions at several state agencies for agency Deputy Director, so GOFERR must be able to compete with other agencies for the candidate. Therefore, it is also respectfully requested that RSA 94:6 requiring filling of a vacancy at the minimum of the salary range, be waived.

Furthermore, the Director has determined the need for a Communications Director to assist GOFERR is necessary to accomplish the work of GOFERR. The Communications Director is currently employed fulltime with Governor’s Office, but has been assisting GOFERR in a full time capacity under a different position. This request seeks authority to transfer this employee to GOFERR fulltime. Given

the Communication Director's level of experience and proven track record, it will be necessary to extend an offer at step 1 of grade AA, this is a reasonable starting salary.

These positions would be unclassified and serve at the pleasure of the Director of GOFERR. This would mean that the positions would end, at the latest, when there is no longer a need for GOFERR. While every effort would be made to assist the employees in transitioning to a vacant state positions, if that is desired, it is understood that there is no guarantee of such a transition.

As all of the functions of GOFERR are directly related to the COVID-19 pandemic response, creation and filling of this position would be exempt from Executive Order 37 under paragraph 2.

Respectfully submitted,



Taylor Caswell
Director, GOFERR

I hereby approve this request pursuant to RSA 4:45, RSA 21-P:43, and Section 3 of Executive Order 2020-06, and waive the requirements of RSA 94:6.

3.9.21
Date


Name: Governor Christopher T. Sununu