



# STATE OF NEW HAMPSHIRE



## GOVERNOR'S OFFICE

for

## EMERGENCY RELIEF AND RECOVERY

May 24, 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, 2021-04, 2021-05, 2021-06, 2021-08**

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 nonclassified state employees: Administrative Director and Communications and Administrative Specialist Positions within GOFERR to serve at the pleasure of the Director, effective upon the Governor's approval through June 30, 2022. 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 Communications and Administrative Specialist at a rate of pay \$37,500 and transfer the Administrative Director from the Office of the Governor to GOFERR at a rate of pay \$55,500 100% Federal Funds.

Funds for salary and benefit costs for these two positions are available in 01-02-02-020210 – Governor's Office for Emergency Relief & Recovery, 19110000 – Office of the Director, as follows:

Class	Account	FY 2021	FY 2022
<b>Expenditures</b>			
016-PERS SVCS NON CLASS	500141-Salary Non Class	\$ 7,154	\$ 93,000
060-BENEFITS	500601-Fica	\$ 444	\$ 5,766
060-BENEFITS	500602-Health Ins	\$ 2,852	\$ 37,076
060-BENEFITS	500603-Life Ins	\$ 2	\$ 26
060-BENEFITS	500605-Dental Ins	\$ 150	\$ 1,950
060-BENEFITS	500631-Medicare	\$ 104	\$ 1,349
060-BENEFITS	501541-ST Disability	\$ 2	\$ 26
060-BENEFITS	500604-NHRS	\$ 1,039	\$ 13,513
<b>Total Expenditures:</b>		<b>\$ 11,746</b>	<b>\$ 152,706</b>

Revenue			
000-Federal Funds	400338-Federal Funds	\$11,746	\$152,706
Total Revenue:		\$11,746	\$152,706

**EXPLANATION**

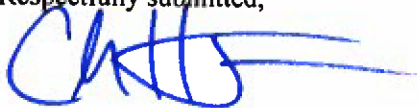
The Governor established GOFERR by Executive Order 2020-06, which included in paragraph 3 authority for the Director, with prior approval of the Governor, to appoint such additional staff as the Director deems necessary to carry out the operations of GOFERR. To the maximum extent feasible, the staff 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 Communications and Administrative Specialist and Administrative 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.

Furthermore, the Director has determined the need for a Communications and Administrative Specialist to assist GOFERR is necessary to accomplish the work of GOFERR. It has been determined that \$37,500 is a reasonable starting salary, given the work they will be performing for the GOFERR. The Administrative 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 Administrative Director's level of experience and proven record of accomplishment, it will be necessary to extend an offer at \$55,500; this is a reasonable starting salary.

These positions would be nonclassified 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 position, 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,



Chase Hagaman  
Deputy 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.

May 27, 2021  
Date

  
Name: Governor Christopher T. Sununu