

FISCAL COMMITTEE OF THE GENERAL COURT
MINUTES

December 18, 2002

The Fiscal Committee of the General Court met on Wednesday, December 18, 2002 at 9:00 a.m. in Room 210-211 of the Legislative Office Building.

Members in attendance were as follows:

Representative Neal Kurk, Chairman
Representative Kenneth Weyler, Clerk
Representative Beverly Rodeschin
Representative Mary Jane Wallner
Senator Thomas Eaton
Senator Richard Green, Vice Chairman
Senator Robert Clegg
Senator Bob Odell
Senator Sylvia Larsen

Chairman Kurk opened the meeting at 9:25 a.m.

ORGANIZATION OF COMMITTEE:

On a motion by Senator Eaton, seconded by Senator Clegg, that Senator Green be nominated as Vice Chairman of the Fiscal Committee.

No other nominations were received. The Chairman closed nominations and requested the Acting Clerk, Representative Weyler, cast one ballot, and Senator Green was unanimously elected Vice Chairman of the Fiscal Committee.

On a motion by Representative Rodeschin, seconded by Senator Eaton, that Representative Weyler be nominated as Clerk of the Fiscal Committee.

No other nominations were received. The Chairman closed nominations and requested the Acting Clerk, Representative Weyler, cast one ballot, and Representative Weyler was unanimously elected Clerk of the Fiscal Committee.

ADOPTION OF FISCAL COMMITTEE RULES AND PROCEDURES:

On a motion by Representative Rodeschin, seconded by Senator Eaton, that the Committee authorize the Legislative Budget Assistant to grant step increases for employees of the LBA Office on the employee's anniversary dates, and at such other times for exceptional service, as determined by the Legislative Budget Assistant. The Legislative Budget Assistant will inform the Fiscal Committee in writing, when these step increases have been granted. Further, when any LBA employee is promoted from one position to another, the Legislative Budget Assistant will seek approval from the Chairman of the Fiscal Committee, and hiring a new individual in the LBA Office would be brought before the full Fiscal Committee. MOTION ADOPTED.

On a motion by Representative Rodeschin, seconded by Representative Wallner, that the Fiscal Committee require any requests

ADOPTION OF FISCAL COMMITTEE RULES AND PROCEDURES (continued):

made to the Fiscal Committee requesting new positions authorized by RSA 124:15, that extend beyond the current budgeted biennium, be amended to authorize them only through the end of the current biennium. MOTION ADOPTED.

On a motion by Representative Rodeschin, seconded by Senator Clegg, that the Chairman of the Fiscal Committee be authorized to approve all requests in accordance with Chapter 158:43, Laws of 2001, for the Department of Health and Human Services, for acceptance and expenditure of funds that are less than \$10,000, and that the Legislative Budget Assistant be directed to prepare a schedule for the Fiscal Committee on a monthly basis on all such acceptances and expenditures which will be included on the agenda under informational materials; and further, the Legislative Budget Assistant shall also be directed to prepare on a monthly basis, a report on the year-to-date acceptance and expenditures of all requests over \$10,000 from the Department of Health and Human Services approved by the Fiscal Committee under Chapter 158:43, Laws of 2001, which will be included on the agenda under informational materials. MOTION ADOPTED.

On a motion by Representative Rodeschin, seconded by Senator Larsen, that the Committee authorize the Chairman of the Fiscal Committee to have signature approval authority for transfers that are in accordance with RSA 9:16-a and less than \$10,000, and that the Legislative Budget Assistant be directed to prepare a report for the Fiscal Committee on a monthly basis on all such transfers which will be included on the agenda under informational materials. MOTION ADOPTED.

On a motion by Representative Wallner, seconded by Representative Rodeschin, that any item listed on the Fiscal Committee agenda under RSA 9:16-a, Transfer Authorized and RSA 124:15, Positions Restricted, shall be placed on a consent calendar and voted on as a block. Any member may request that any item be removed from the consent calendar for further discussion and/or clarification prior to or during the Fiscal Committee meeting. MOTION ADOPTED.

On a motion by Senator Green, seconded by Senator Larsen, that the Committee approve the LBAO salary schedule effective December 27, 2002 which authorizes a 2% salary increase for all employees of the Office of Legislative Budget Assistant. MOTION ADOPTED.

SUBCOMMITTEES APPOINTED:

Chairman Kurk appointed Representatives Weyler and Kurk and Senators Clegg and Below to the Charles River Associates (CRA) Subcommittee.

Chairman Kurk appointed Representative Weyler and Senator Clegg to the MV Subcommittee.

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ACCEPTANCE OF MINUTES:

On a motion by Representative Rodeschin, seconded by Senator Clegg, that the minutes of the November 19, 2002 meeting be accepted as written. MOTION ADOPTED.

NEW BUSINESS:

RSA 9:16-a TRANSFER AUTHORIZED - CONSENT CALENDAR:

FIS 02-258 Office of State Planning - On a motion by Senator Clegg, seconded by Representative Wallner, that the Committee approve the request from the Office of State Planning to transfer \$18,200. MOTION ADOPTED.

RSA 124:15 POSITIONS RESTRICTED - CONSENT CALENDAR:

Chairman Kurk requested that each request be considered individually since there were questions on all but one of the items listed under this section on the agenda.

FIS 02-251 Department of Environmental Services - This request was tabled since no one was present from the agency to respond to questions of the Committee.

FIS 02-259 Community Technical College System - John O'Donnell, Commissioner presented the request and responded to questions of the Committee.

On a motion by Representative Weyler, seconded by Senator Clegg, that the Committee **amend** and approve the request of the Community Technical College System to establish a Secretary II position **through June 30, 2003, not August 31, 2003**. MOTION ADOPTED.

FIS 02-263 Banking Department - On a motion by Senator Larsen, seconded by Representative Wallner, that the Committee approve the request from the Banking Department to establish an Accounting Technician position through June 30, 2003. MOTION ADOPTED.

CHAPTER 568:11, LAWS OF 1981 - USE OF STATE-OWNED PASSENGER VEHICLES:

FIS 02-248 Department of Administrative Services - authorization for various state agencies to retain state-owned passenger automobiles which have traveled less than 12,000 during FY 2002.

This request was tabled awaiting information from the MV Subcommittee established earlier in this meeting.

RSA 188-F:14-c NONLAPSING ACCOUNT:

FIS 02-261 Community Technical College System - On a motion by Representative Weyler, seconded by Senator Clegg, that the Committee approve the request of the Community Technical College System for authorization to expend \$67,625 from the non-lapsing account for the purpose of upgrading the education simulation equipment for the
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RSA 188-F:14-c NONLAPSING ACCOUNT (continued):

Nursing Program at the Technical Institute. MOTION ADOPTED.

FIS 02-262 Community Technical College System - On a motion by Representative Weyler, seconded by Representative Wallner, that the Committee approve the request of the Community Technical College System for authorization to expend \$70,809 from the non-lapsing account for the purpose of upgrading the equipment for programs at the Berlin campus and Laconia campus. MOTION ADOPTED.

RSA 216-A:3-g FEES FOR PARK SYSTEM:

FIS 02-252 Department of Resources and Economic Development, Division of Parks - Richard McLeod presented the request and responded to questions of the Committee. (A replacement request was distributed to members of the Committee.)

On a motion by Senator Larsen, seconded by Representative Weyler, that the Committee approve the rate changes for snow tubing at Cannon Mountain and state park campgrounds as presented in the revised request. MOTION ADOPTED.

CHAPTER 158:43, LAWS OF 2001 - ADDITIONAL REVENUES; DEPARTMENT OF HEALTH AND HUMAN SERVICES:

FIS 02-249 Department of Health and Human Services, Division for Juvenile Justice Services - On a motion by Senator Eaton, seconded by Representative Weyler, that the Committee approve the request of the Department of Health and Human Services, Division for Juvenile Justice Services to accept and expend \$26,979.80 from the NH Department of Education. MOTION ADOPTED.

FIS 02-253 Department of Health and Human Services, Division of Community & Public Health - On a motion by Senator Larsen, seconded by Representative Weyler, that the Committee approve the request of the Department of Health and Human Services, Division of Community & Public Health to accept and expend \$160,160 in federal funds. MOTION ADOPTED.

FIS 02-255 Department of Health and Human Services, Division of Child Support Services - On a motion by Senator Larsen, seconded by Representative Wallner, that the Committee approve the request of the Department of Health and Human Services, Division of Child Support Services to accept and expend \$100,000 in federal funds. MOTION ADOPTED.

FIS 02-257 Department of Health and Human Services, Division of Community & Public Health - Kathleen Sgambati, Acting Commissioner and Brook Dupee presented the request and responded to questions of the Committee.

On a motion by Representative Wallner, seconded by Senator Eaton, that the Committee approve the request of the Department of Health and Human Services, Division of Community & Public Health to accept and

CHAPTER 158:43, LAWS OF 2001 - ADDITIONAL REVENUES; DEPARTMENT OF HEALTH AND HUMAN SERVICES (continued):

expend \$317,180 in federal funds. MOTION ADOPTED.

FIS 02-264 Department of Health and Human Services, Division of Community & Public Health - Kathleen Sgambati, Acting Commissioner and Brook Dupee presented the request and responded to questions of the Committee.

On a motion by Representative Wallner, seconded by Senator Green, that the Committee approve the request of the Department of Health and Human Services, Division of Community & Public Health to accept and expend \$36,664 in federal funds. MOTION ADOPTED.

CHAPTER 158:43, LAWS OF 2001 - ADDITIONAL REVENUES; DEPARTMENT OF HEALTH AND HUMAN SERVICES AND RSA 124:15 POSITIONS RESTRICTED:

FIS 02-254 Department of Health and Human Services, Office of Community & Public Health - Kathleen Sgambati, Acting Commissioner and Brook Dupee presented the request and responded to questions of the Committee.

On a motion by Senator Eaton, seconded Representative Wallner, that the Committee approve the request from the Department of Health and Human Services, Office of Community & Public Health to accept and expend \$150,890 in federal funds, and continue one (1) Program Planner III position and establish one (1) Pharmaceutical Services Specialist position, two (2) Program Specialist IV positions and two (2) Program Specialist III positions through June 30, 2003. MOTION ADOPTED.

FIS 02-256 Department of Health and Human Services, Office of Community & Public Health - Kathleen Sgambati, Acting Commissioner and Brook Dupee presented the request and responded to questions of the Committee.

On a motion by Representative Wallner, seconded Senator Larsen, that the Committee approve the request from the Department of Health and Human Services, Office of Community & Public Health to accept and expend \$788,785 in federal funds, and establish one (1) Claims Processor II position, one (1) Claims Processor I position, and one (1) Senior Management Analyst position through June 30, 2003. MOTION ADOPTED.

RSA 124:15 POSITIONS RESTRICTED - CONSENT CALENDAR (continued):

FIS 02-251 Department of Environmental Services - On a motion by Representative Rodeschin, seconded by Senator Green, that this request be removed from the table. MOTION ADOPTED.

Frank Cantanese, IT Manager presented the request and responded to questions of the Committee.

On a motion by Representative Rodeschin, seconded by Senator Green, that this request be tabled until the department can provide
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RSA 124:15 POSITIONS RESTRICTED - CONSENT CALENDAR (continued):

answers and additional information to questions asked by various Committee members. MOTION ADOPTED.

November 19, 2002 Letter from Kathleen Sgambati, Acting Commissioner, Department of Health and Human Services Re: Proposed Expenditures to be Paid out of Funds Referred to as "Holdback Accounts":

FIS 02-265 Department of Health and Human Services, Division of Behavioral Health - expenditures of \$961,272 - Chairman Kurk thanked the department for the report and noted that in future meetings this information should be provided and it will be listed under the informational materials on the agenda.

INFORMATIONAL ITEMS:

The informational items were accepted and placed on file.

AUDITS:

New Hampshire Retirement System Management Letter and Auditors' Report on Compliance and on Internal Control Over Financial Reporting in Accordance with Government Auditing Standards for the Year Ended June 30, 2002 and New Hampshire Retirement System Comprehensive Annual Financial Report For the Fiscal Year Ended June 30, 2002 - Eric Henry, Executive Director of the New Hampshire Retirement System and Brock Romano, Partner, KPMG, L.L.P. presented the reports and responded to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Wallner, that these reports be accepted, placed on file and released in the usual manner. MOTION ADOPTED.

DATE OF NEXT MEETING AND ADJOURNMENT:

The next meeting of the Fiscal Committee was set for Wednesday, January 15, 2003 at 9:30 a.m. in the Legislative Office Building, Room 210-211. (Meetings were also set for Wednesday, February 19, 2003 and Wednesday, March 19, 2003.)

(Whereupon the Committee adjourned.)

Representative Kenneth Weyler, Clerk