



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Nongame Biological Aide (Position # SNL 2542) with the current allocation being 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

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

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

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

| | | |
|--|---------------------------|----------------------------------|
| Agency: | Fish And Game Dept | |
| Reason Code: | Seasonal | |
| Position #: | SNL 2542 | |
| Position Title: | Nongame Biological Aide | |
| Anticipated Hire Date (MM/DD/YY): | May 22, 2020 | |
| Labor Grade: | 13 | |
| Step: | 1 | |
| Date of Vacancy (MM/DD/YY): | Seasonal | |
| Vacancy Rate (%) | N/A | |
| Appropriation: | Agency | 075 Fish And Game Dept |
| | Department | 075 Fish And Game Dept |
| | Bureau | 7515 Wildlife Program |
| | Accounting Unit (XXXX) | 2125 Non-Game Species Management |
| | Class | 050 Personal Service Temp Appoi |
| | Expense Account (500XXX): | 500109 Part Time Salaries |
| Total Annual Salary: | \$ | 9,642 |
| Total Annual Benefits: | \$ | 738 |
| Total Cost | \$ | 10,380 |
| Estimated # of Pay Periods in FY: | | 1 |

| Funding | % of Funding (ex: 5 = 5%) | Total Cost Based on Estimated Pay Periods Left in FY |
|-------------------------|--------------------------------------|---|
| 005 PRIVATE LOCAL FUNDS | 0% | - |
| 000 FEDERAL FUNDS | 100% | 399 |
| | | - |
| | | - |
| | | - |
| | | - |
| Total | 100% | 399 |

EXPLANATION

The Nongame Biological Aide is a seasonal position that we hire annually to assist with various project needs within the Nongame Program. During 2020, work includes conducting surveys, research, and captive rearing for state endangered White Mountain fritillary butterfly. Position will be primarily based at Mount Washington. Funding for position is 100% federal revenue.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

Work under this project is in cooperation with the USFWS in implementing actions for White Mountain fritillary, a species proposed for federal Endangered Species Act. Our actions are intended to benefit the species overall status and to be used for federal review of species status. Research results will also guide actions of NH State Parks, Appalachian Mountain Club, and the Mount Washington Auto Road.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

RSA 212-A gives authority and responsibility for endangered species recovery to NH Fish and Game. USFWS is providing 100% of funds for this work.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

NA. This is a seasonal position. The position has been filled seasonally in previous years and was scheduled to begin May 8, 2020. Position was posted and interviews were conducted prior to hiring freeze.

4. Can other personnel within the department cover the duties of this position? Explain in detail

No. Position will be located at Mount Washington. All NHFG Nongame full-time staff are stationed in Concord and regular transportation to Mt. Washington is not feasible. Even when this position is filled, work duties have required participation of a full time biologist that coordinates activities. Field and laboratory duties require regular presence that other Department staff don't have capacity for.

5. Can the duties be completed by a part-time position? Explain in detail

This is a seasonal position.

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

N/A. This is a seasonal position.

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

No. This is a seasonal position. Position was posted and interviews were conducted prior to hiring freeze.

9. If you are hiring at a step beyond 1, please provide justification.

N/A.

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director