

LEGISLATIVE PERFORMANCE AUDIT AND OVERSIGHT COMMITTEE MINUTES

September 5, 2025

The Legislative Performance Audit and Oversight Committee met on Friday, September 5, 2025 at 10:00 AM in the State House, Room 100.

Members in attendance were as follows:

Rep. Gerald Griffin, Chairman  
Rep. Lucy Weber  
Rep. Keith Erf  
Rep. Mary Jane Wallner  
Sen. Timothy Lang  
Sen. Howard Pearl  
Sen. Keith Murphy  
Sen. Cindy Rosenwald (joined during the meeting)

The meeting was called to order by Representative Griffin at 10:00 AM.

VOTE ON ACCEPTANCE OF THE JUNE 6, 2025 MEETING MINUTES:

On a motion by Representative Griffin, seconded by Representative Erf, that the minutes of the June 6, 2025 meeting be accepted. **MOTION ADOPTED.**

POTENTIAL AUDIT TOPICS – REVIEW STATUS OF PRIOR PERFORMANCE AUDITS:

*Liquor Commission for Statewide Recycling - 1 Observation*

The Liquor Commission's Director of Administration, Patricia Peters, and Chief Financial Officer, Tina Demers, stated the Commission did not know about the observation. The performance audit was an audit of the Department of Administrative Services (DAS), not the Liquor Commission. The Commission has since communicated with DAS regarding an action plan for the observation.

Senator Lang asked Jay Henry, Supervisor of Performance Audits, if it would be appropriate to mark this observation as complete, given the Commission's response. Henry affirmed, as long as the status is updated on the TransparentNH website.

*Department of Employment Security for WorkReadyNH Program – 1 Observation*

Richard Lavers, Deputy Commissioner of the Department of Employment Security, stated the Department had submitted a letter to the Committee last week explaining the open item from the 2016 audit. The Department of Resources and Economic Development – which had previously administered the WorkReadyNH program – no longer exists. The Department of Employment Security inherited the responsibilities of the Job Training Program, which funded WorkReadyNH,

as a result of changes made by the Legislature in 2019. Senator Lang asked Henry whether this observation can be considered resolved, given the legislative changes. Henry affirmed off screen.

#### *Adult Parole Board – 26 Observations*

Roger Phillips, Chair of the Adult Parole Board, stated he was not aware of the TransparentNH reporting requirements. The Board has submitted a written response depicting 18 of the 26 observations in the report as being fully resolved. Of the eight that remain, three need more work and the remaining five are nearing completion. Phillips described the training events that Board members have attended to address the recommendations. Phillips was not sure of the timeline for completion due to pending training but estimated an updated status report would be submitted within six months. He also noted pending IT updates were needed to perform the Board's work, including a Department of Corrections software update.

Regarding record retention, Phillips explained that the Board needs to scan old files to a digital format, but due to a 20 percent workforce reduction, a flooded storage room, and IT not having yet created a space for confidential records to be stored, this has not been completed. Senator Rosenwald asked for clarification on Observation No. 24, regarding records retention. Jay Mackey, Director of Operations, Adult Parole Board added that the Board's administrative rules conflicted with statutes for record retention, and that the Board currently follows the State's Archives and Records Management Act. He clarified that they do not have a policy yet, and no records have been destroyed since he has been in office starting in 2021.

Representative Griffin stated that the Board should provide a report by the end of March 2026 on the status of the eight open observations.

#### *Wetlands Council*

Senator Lang asked Henry whether the Wetlands Council would be in attendance – as discussed in the last meeting – even though their observation status has been updated to 100 percent fully addressed. Henry explained that he had talked to the Department of Environmental Services and the Council's responses were included in the Department's prior updates.

#### *Other Issues*

Senator Lang stated the Committee had previously discussed the option to audit non-state agencies and concluded that they do have that statutory authority. More specifically, the Committee discussed auditing school districts to examine low, medium, and high costs per special education student. Henry stated there was no decision made at the time, but that the special education performance audit is ongoing, suggesting the Committee may want to examine the report before moving forward. Senator Lang asked when the report will be done. Henry estimated the report would be completed in 2026, with 20 observations out of 50 already drafted. Senator Lang agreed to wait until 2026 for the report. Senator Rosenwald asked for clarification on the process of sharing observations with the Department of Education. Henry clarified that the Department is receiving about five at a time to provide sufficient time for a response.

*Future Status Reviews*

Senator Rosenwald inquired about whether the Committee could ask the Naturopathic Board of Examiners for a status report, due to none of the observations from their 2017 audit being addressed. Senator Lang suggested the Committee bring in OPLC, the Naturopathic Board of Examiners, the Board of Dental Examiners, and the Police Standards and Training Council to the next meeting.

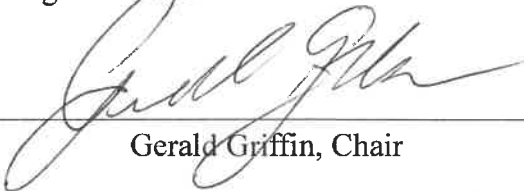
OTHER BUSINESS:

Senator Lang and Representatives Griffin and Weber discussed the best way to keep departments accountable for audit recommendations and concluded that these follow up meetings are the most effective way to do it for the time being.

Senator Lang asked if any new audit topics are needed. Henry said not immediately, as the next audit team won't be freed up until 2026. Senator Lang requested that an informal block be included on the next agenda for the current status of ongoing performance audits.

DATE OF NEXT MEETING AND ADJOURNMENT:

Next meeting is scheduled for Friday, October 3, 2025, at 10:00 AM, in Room 100 of the State House. Representative Griffin adjourned the meeting at 10:51AM.

  
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Gerald Griffin, Chair