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State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

September 6, 2017

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

Retractive

Requested Action

Authorize the Department of Safety, Division of Administration, to **retroactively** pay the attached list of employees a total of \$15,417.57 for missed increment payments owed from SFY2015 through SFY2017. Effective upon Governor and Council approval. Funding source: 41.68% General Funds, 27.65% Agency Income, 20.89% Revolving Funds, 9.78% Highway Funds.


Funds are available in the SFY2018 operating budget as follows:

02-23-23-233010-23120000	Dept. of Safety – Div. of Motor Vehicles – Motor Vehicle Registration	
010-500100	Personal Services-Perm.Clas – Regular Officers and Employees	\$1,980.69
02-23-23-232015-31200000	Dept. of Safety – Division of Admin. – Road Toll Audit	
010-500100	Personal Services-Perm.Clas – Regular Officers and Employees	\$2,281.94
02-23-23-237010-40650000	Dept. of Safety – Fire Stds-Trng-EMS – Fire Std & EMS Administration	
010-500100	Personal Services-Perm.Clas – Regular Officers and Employees	\$3,221.27
02-23-23-234015-40100000	Dept. of Safety – Div. of State Police – Enforcement	
010-500100	Personal Services-Perm.Clas – Regular Officers and Employees	<u>\$7,933.67</u>
	Total:	\$15,417.57

Explanation

This request is **retroactive** due to pay increments that were inadvertently missed. The Department has revised the increment review and processing procedure to ensure accurate and timely processing of all future increments.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

