



Jeffrey A. Meyers
Commissioner

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF THE COMMISSIONER

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July 18, 2019

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Office of the Commissioner to make a **retroactive** one-time payment from State Fiscal Year (SFY) 2020 funds to Molly Lynch, Medicaid Counsel, in the amount of \$1,898.51. This payment is to compensate the employee for wages that were not paid for State Fiscal Year 2019. The funds to be paid will be fifty nine percent (59%) General Funds, thirty seven (37%) Federal and four percent (4%) agency income. Funds are available in the following account as follows:

**05-95-95-952010-5680 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS,
OFFICE OF PROGRAM SUPPORT, LEGAL SERVICES**

Employee Name	Class/ Object	Class Title	Job Number	Amount
Molly Lynch	012-500128	Personal Services- Unclassified.	95200002	\$1,898.51
Molly Lynch	060-500601	FICA (Permanent)	95200002	\$118.00
Molly Lynch	060-500604	Employee Retirement (Permanent)	95200002	\$226.00
Molly Lynch	060-500631	Medicare Coverage (Permanent)	95200002	<u>\$28.00</u>
		Total		<u>\$2,270.51</u>

EXPLANATION

This request is made retroactively because Ms. Lynch was due compensation in State Fiscal Year 2019 that was not paid. The administrative error was not discovered until State Fiscal Year 2020. The Bureau of Human Resource Management has instituted a process to minimize the reoccurrence of related errors.

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Ms. Lynch was due to receive an increment from step 5 to step 6 on January 6, 2019. Through administrative error her increment was not processed and she is due pay from January 6, 2019 through June 20, 2019. This error was just recently brought to the attention of the Bureau of Human Resource Management. Approval of this Request will rectify the error thereby allowing payment of overdue wages to Ms. Lynch.

Respectfully submitted,



Jeffrey A Meyers
Commissioner