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

Jeffrey A. Meyers
Commissioner

Marilyn G. Doe
Director

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4286 1-800-852-3345 Ext. 4286
Fax: 603-271-4810 TDD Access: 1-800-735-2964

July 11, 2017

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, Bureau of Human Resource Management to make a **retroactive** one-time payment from State Fiscal Year (SFY) 2018 funds to William Windler, Non-Classified Employee, Division for Children, Youth and Families, Sununu Youth Services Center in the amount of \$2,762.07. This payment is to compensate the employee for wages that were not paid for State Fiscal Years (SFY) 2015, 2016 and 2017. The funds to be paid will be 100% General Funds.

**05-95-42-421510-7915 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS
HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICE CENTER, HEALTH SERVICES**

Employee Name	Class/Object	Class Title	Job Number	Amount
William Windler	010-500109	Part Time Salaries	42151501	\$2,566.07
William Windler	060-500601	FICA (Permanent)	42151501	\$159.00
William Windler	060-500631	Medicare Coverage (Permanent)	42151501	\$37.00
			Total	\$2,762.07

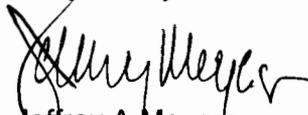
EXPLANATION

This request is made retroactively because Mr. Windler was due compensation in State Fiscal Years 2015, 2016 and 2017 that was not paid. The administrative error was not discovered until State Fiscal Year 2017. The Bureau of Human Resource Management has instituted a process to minimize the reoccurrence of related errors.

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Mr. Windler was due to receive State Raises on January 9, 2015, January 8, 2016 and January 6, 2017. Through administrative error these raises were not processed and he is due additional pay from January 9, 2015 through June 8, 2017. 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 Mr. Windler.

Respectfully submitted,



Jeffrey A Meyers
Commissioner