

6
MAC

Lori A. Shilbette
Commissioner

Lori A. Weaver
Deputy Commissioner

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

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9200 1-800-852-3345 Ext. 9200
Fax: 603-271-4912 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

November 16, 2020

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) 2021 funds to Jasmine Gerow-Gathright, Child Protective Service Worker II, in the amount of \$1044.14. This payment is to compensate the employee for wages that were not paid for State Fiscal Year 2020. The funds to be paid will be sixty-one percent (61%) General Funds and thirty-nine percent (39%) Federal. Funds are available in the following account as follows:

06-95-42-421010-2957 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HUMAN SERVICES, CHILD PROTECTION

Employee	Class/	Class	Job	
Name	Object	Title	Number	Amount
Jasmine Gerow-Gathright	010-500100	Personal Services-Perm. Class.	42105709	\$1044.14
Jasmine Gerow-Gathright	060-500601	FICA (Permanent)	42105709	\$84.73
Jasmine Gerow-Gathright	060-500604	Employee Retirement (Permanent)	42105709	\$124.56
Jasmine Gerow-Gathright	060-500631	Medicare Coverage (Permanent)	42105709	\$15.14
		Total		\$1248.57

EXPLANATION

This request is made retroactively because Ms. Gerow-Gathright was due compensation in State Fiscal Year 2020 that was not paid. The administrative error was not discovered until State Fiscal Year 2021. The Bureau of Human Resource Management has instituted a process to minimize the reoccurrence of related errors.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 2 of 2

Ms. Gerow-Gathright was due to receive a promotion to Child Protective Service Worker II on November 9, 2019. Through administrative error her promotion was not processed and she is due pay from November 9, 2019 through October 22, 2020. This request for payment covers the period of November 9, 2019 through June 30, 2020. 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. Gerow-Gathright.

Respectfully submitted,



Lori A. Shibinette
Commissioner