

COMMISSIONER

State of New Hampshire

DEPARTMENT OF SAFETY OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305 603/271-2791

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:

02-23-233010-23120000 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 Total:	\$7,933.67 \$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,

Commissioner of Safety

	INCREMENTS MISSED		BY HUMAN RESOURCES	JRCES				
NAME	DATE	DUE	MEDICARE	SOC SEC	NHRS		TOTAL	
KATHLEEN DYMENT	7/27/16 TO 6/8/17	\$ 1,980.69	\$ 28.72	\$ 122.80	\$ 247.59	\$ 65.	3 2,379.80	
	Accounting Unit 10-23120000-500100	10-23120000-	500100					
KATHLEEN BEAUDETTE	1/27 to 6/9/16			φ		-+		
	6/10/16 to 6/8/17 TOTALS	\$ 1,664.52 \$ 2,281.94	\$ 24.14 \$ 33.09	\$ 103.20 \$ 141.48	\$ 208.07	3.07 \$ 3.25 \$	2,741.76	
	Accounting Unit 15-31200000-500100	15-31200000-	500100					
RACHEL HESLOP	1/2 to 6/11/15	\$ 542.26	\$ 7.86	\$ 33.62	\$ 67	67.78	\$ 651.52	
	6/12/15 to 6/9/16			\$				
	6/10/16 to 6/8/1/ TOTALS	\$ 1,453.07 \$ 3,221.27	\$ 21.07	\$ 90.09	\$ 181.63 \$ 402.65	181.63 \$	1,745.86	
	Accounting Unit 10-40650000-500100	10-40650000	500100					
BRIAN BELCHER	5/2 TO 6/5/16	\$ 256.30	\$ 3.72	· ·	\$ 67	67.61 \$	327.63	
	6/10/16 TO 6/8/17 TOTALS	\$ 2,845.39 \$ 3,101.69	\$ 41.26 \$ 44.97	· ·	\$ 750.61 \$ 818.22	.61 \$	3,637.26 3,964.88	
	Accounting Unit 15-40100000-500100	15-40100000	.500100					

EDWARD MICHNO	12/14/15 to 6/9/16 \$ 1,178.46 \$ 17.09 \$	\$ 1,178.46	\$ 17.09	٠ \$	٠	310.88	310.88 \$ 1,506.43	.43	
	6/10/16 to 6/8/17 \$ 3,653.52 \$	\$ 3,653.52	\$ 52.98	- \$	s	963.80	963.80 \$ 4,670.30	.30	
	TOTALS	\$ 4,831.98 \$ 70.06 \$	\$ 70.06	٠ \$	\$	1,274.68 \$ 6,176.72	\$ 6,176	.72	
	Accounting Unit 15-40100000-500100	15-40100000-	500100						
								•	
GRAND TOTALS		\$15,417.57 \$ 223.56 \$ 464.00 \$ 3,028.39 \$ 19,133.52	\$ 223.56	\$ 464.00	\$	3,028.39	\$ 19,133	.52	