



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

**Nicholas A. Toumpas**  
**Commissioner**

**Mark Bussiere**  
**Director**

**BUREAU OF HUMAN RESOURCE MANAGEMENT**

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July 16, 2014

Her Excellency, Governor Margaret Wood Hassan  
 and the Honorable Council  
 State House  
 Concord, New Hampshire 03301

**REQUESTED ACTION**

*100% General Funds*

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) 2015 funds to Tina Pillsbury, Psychological Associate I, Division of Juvenile Justice Services in the amount of \$4,251.15. This payment is to compensate the employee for wages that were not paid for State Fiscal Year 2013 & 2014. The funds to be paid will be one hundred percent (100%) General Funds. Funds are available in the following account as follows:

**05-95-42-421510-7961 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS:HUMAN SERVICES, SUNUNU YOUTH SERVICES CENTER, REHABILITATION PROGRAMS**

<b>Employee Name</b>	<b>Class/ Object</b>	<b>Class Title</b>	<b>Job Number</b>	<b>Amount</b>
Tina Pillsbury	010-500100	Personal Services-Perm. Class.	42151504	\$4,251.15
Tina Pillsbury	060-500601	FICA (Permanent)	42151504	\$264.00
Tina Pillsbury	060-500604	Employee Retirement (Permanent)	42151504	\$298.00
Tina Pillsbury	060-500631	Medicare Coverage (Permanent)	42151504	<u>\$62.00</u>
		Total		<u>\$4,875.15</u>

**EXPLANATION**

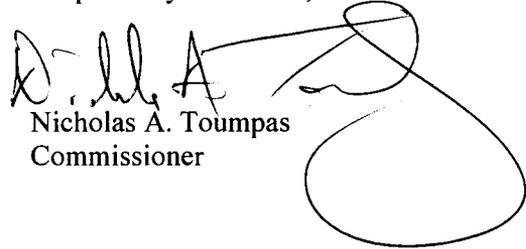
This request is made retroactively because Ms. Pillsbury was due compensation in State Fiscal Year 2013 & 2014 that was not paid. The administrative error was not discovered until State Fiscal Year 2014. The Bureau of Human Resource Management has instituted a process to minimize the reoccurrence of related errors.

Ms. Pillsbury was due to have the temporary downgrade on her position as Psychological Associate I removed on August 31, 2012. Through administrative error this was not processed and she is due pay from August 31, 2012 through March 6, 2014. This error was just recently brought to the attention of the Bureau of

Her Excellency, Governor Margaret Wood Hasan  
and the Honorable Council  
July 24, 2014  
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Human Resource Management. Approval of this Request will rectify the error thereby allowing payment of overdue wages to Ms. Pillsbury.

Respectfully submitted,



Nicholas A. Toumpas  
Commissioner

**05-95-42-421510-7961 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS,  
HHS:HUMAN SERVICES, SUNUNU YOUTH SERVICES CENTER, REHABILITATION PROGRAMS**

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Tina Pillsbury	010-500100	Personal Services-Perm. Class.	42151504	\$4,251.15	
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Tina Pillsbury	060-500604	Employee Retirement (Permanent)	42151504	\$298.00	0.07
Tina Pillsbury	060-500631	Medicare Coverage (Permanent)	42151504	\$62.00	0.0145
<b>Total</b>				<b>\$4,875.15</b>	

