



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

BUREAU OF HUMAN RESOURCE MANAGEMENT

Jeffrey A. Meyers
 Commissioner

Mark Bussiere
 Director

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February 25, 2016

Her Excellency, Governor Margaret Wood Hassan
 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) 2016 funds to Steven Abbott, Nurse Specialist, Division for Children, Youth and Families in the amount of \$4,776.08. This payment is to compensate the employee for wages that were not paid for State Fiscal Year (SFY) 2014/2015. 100% General Funds.

**05-95-42-421501-7915 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS
 HHS: DEPT OF HUMAN SERVICES, SUNUNU YOUTH SERVICE CENTER, HEALTH SERVICES**

Employee Name	Class/ Object	Class Title	Job Number	Amount
Steven Abbott	010-500100	Personal Services-Perm. Class.	42151501	\$4,776.08
Steven Abbott	060-500601	FICA (Permanent)	42151501	\$276.00
Steven Abbott	060-500604	Employee Retirement (Permanent)	42151501	\$587.00
Steven Abbott	060-500631	Medicare Coverage (Permanent)	42151501	<u>\$69.00</u>
		Total		<u>\$5,728.08</u>

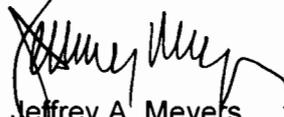
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EXPLANATION

This request is made retroactively because Mr. Abbott was due compensation in State Fiscal Year 2014/2015 that was not paid. The administrative error was not discovered until State Fiscal Year 2016. The Bureau of Human Resource Management has instituted a process to minimize the reoccurrence of related errors.

Mr. Abbott was due an increment on February 24, 2014 but he did not have a current evaluation on file. Mr. Abbott did not receive the increment until 2015 when the evaluation was finally received in Human Resources. 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. Abbott.

Respectfully submitted,



Jeffrey A. Meyers
Commissioner

**05-95-45-45102011-7993 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS
HHS: DIVISION OF JUVENILE JUSTICE SERVICES**

Employee Name	Class/ Object	Class Title	Job Number	Amount	Percent
Steven Abbott	010-500100	Personal Services-Perm. Class.	42151501	\$4,776.08	0.062
Steven Abbott	060-500601	FICA (Permanent)	42151501	\$296.00	0.123
Steven Abbott	060-500604	Employee Retirement (Permanent)	42151501	\$587.00	0.0145
Steven Abbott	060-500631	Medicare Coverage (Permanent)	42151501	\$69.00	
		Total		\$5,728.08	