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

*BUREAU OF HUMAN RESOURCE MANAGEMENT*

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October 30, 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 Raouf Benlhoucine, Registered Nurse II, at New Hampshire Hospital in the amount of \$2,256.28. This payment is to compensate the employee for wages that were not paid for State Fiscal Year 2017. The funds to be paid will be thirty-four percent (34%) General Funds, twenty percent (20%) Federal and forty-six percent (46%) agency income (provider fees). Funds are available in the following accounts as follows:

**05-95-94-940010-8750 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS,  
HHS:NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC SERVICES**

Employee Name	Class/ Object	Class Title	Job Number	Amount
Raouf Benlhoucine	010-500100	Personal Services-Perm. Class.	94050405	\$2,256.28
Raouf Benlhoucine	060-500601	FICA (Permanent)	94050405	\$140.00
Raouf Benlhoucine	060-500604	Employee Retirement (Permanent)	94050405	\$274.00
Raouf Benlhoucine	060-500631	Medicare Coverage (Permanent)	94050405	<u>\$33.00</u>
		Total		<u>\$2,703.28</u>

**EXPLANATION**

This request is made retroactively because Mr. Benlhoucine was due compensation in State Fiscal Year 2017 that was not paid. The administrative error was not discovered until State Fiscal Year 2018. The Bureau of Human Resource Management has instituted a process to minimize the reoccurrence of related errors.

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Mr. Benlhoucine was due to receive a promotion to Registered Nurse II on October 2, 2016. Through administrative error his promotion was not processed and he is due pay from October 2, 2016 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. Benlhoucine.

Respectfully submitted,



Jeffrey A Meyers  
Commissioner