



4/10

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

Nicholas A. Toumpas
Commissioner

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Director

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September 29, 2014

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

Retroactive

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) 2015 funds to Ann Driscoll, Administrator II, Bureau of Elderly & Adult Services in the amount of \$971.25. This payment is to compensate the employee for wages that were not paid for State Fiscal Year 2014. The funds to be paid will be fifty percent (50%) General Funds and fifty percent (50%) Federal Funds. Funds are available in the following account as follows:

05-95-48-481510-89320000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS,

HHS: ELDERLY-ADULT SERVICES, MEDICAL SERVICES, NURSING HOME AUDITORS

Employee Name	Class/ Object	Class Title	Job Number	Amount
Ann Driscoll	010-500100	Personal Services-Perm. Class.	48049005	\$971.25
Ann Driscoll	060-500601	FICA (Permanent)	48049005	\$60.00
Ann Driscoll	060-500604	Employee Retirement (Permanent)	48049005	\$119.00
Ann Driscoll	060-500631	Medicare Coverage (Permanent)	48049005	<u>\$14.00</u>
Total				<u>\$1,164.25</u>

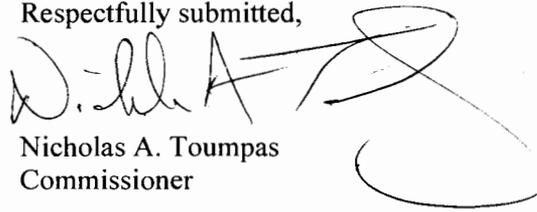
EXPLANATION

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

Ms. Driscoll was due to receive a temporary reclassification to Administrator II on March 7, 2014. Through administrative error her temporary reclassification was not processed and she is due pay from March 7, 2014 through July 10, 2014. 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. Driscoll.

Her Excellency, Governor Margaret Wood Hasan
and the Honorable Council
October 16, 2014
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Respectfully submitted,



Nicholas A. Toumpas
Commissioner

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HHS:ELDERLY-ADULT SERVICES, MEDICAL SERVICES, NURSING HOME AUDITORS**

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