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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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March 16, 2015

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 Regina Lamprey, Business Administrator III, Division of Family Assistance in the amount of \$3,036.67. This payment is to compensate the employee for wages that were not paid for State Fiscal Year (SFY) 2014. The funds to be paid will be 100% General Funds.

05-95-45-450000-7148 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS
HHS: DIVISION OF FAMILY ASSISTANCE

Employee Name	Class/ Object	Class Title	Job Number	Amount
Regina Lamprey	010-500100	Personal Services-Perm. Class.	45012091	\$3,036.67
Regina Lamprey	060-500601	FICA (Permanent)	45012091	\$188.00
Regina Lamprey	060-500604	Employee Retirement (Permanent)	45012091	\$374.00
Regina Lamprey	060-500631	Medicare Coverage (Permanent)	45012091	<u>\$44.00</u>
		Total		<u>\$3,642.67</u>

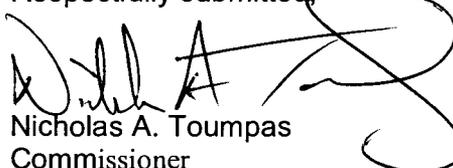
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EXPLANATION

This request is made retroactively because Ms. Lamprey 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. Lamprey was due an increment on January 23, 2014 but there was no current evaluation on file. Human Resources eventually received a performance evaluation in February of 2015. 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. Lamprey.

Respectfully submitted,


Nicholas A. Toumpas
Commissioner

05-95-42-427010-7929 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS
HHS: HUMAN SERVICES, DIVISION OF FAMILY ASSISTANCE

Employee Name	Class/ Object	Class Title	Job Number	Amount	Percent
Regina Lamprey	010-500100	Personal Services-Perm. Class.	45012091	\$3,036.67	
Regina Lamprey	060-500601	FICA (Permanent)	45012091	\$188.00	0.062
Regina Lamprey	060-500604	Employee Retirement (Permanent)	45012091	\$374.00	0.123
Regina Lamprey	060-500631	Medicare Coverage (Permanent)	45012091	\$44.00	0.0145
Total				<u>\$3,642.67</u>	