

E3

4v 7



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

Nicholas A. Toumpas
 Commissioner

Mark Bussiere
 Director

129 PLEASANT STREET, CONCORD, NH 03301-3857
 603-271-4286 1-800-852-3345 Ext. 4286
 Fax: 603-271-4810 TDD Access: 1-800-735-2964

September 2, 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) 2016 funds to Annmarie Levangie, Family Services Associate Division of Family Assistance in the amount of \$961.55. This payment is to compensate the employee for wages that were not paid for State Fiscal Year (SFY) 2015. The funds to be paid will be 100% General Funds.

**05-95-45-451010-7993 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SERVICES
 DIVISION OF CLIENT SERVICES.**

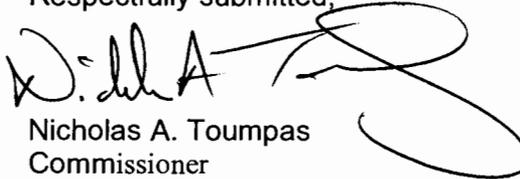
Employee Name	Class/ Object	Class Title	Job Number	Amount
Annmarie Levangie	010-500100	Personal Services-Perm. Class.	45102011	\$961.55
Annmarie Levangie	060-500601	FICA (Permanent)	45102011	\$60.00
Annmarie Levangie	060-500604	Employee Retirement (Permanent)	45102011	\$118.00
Annmarie Levangie	060-500631	Medicare Coverage (Permanent)	45102011	\$14.00
		Total		<u>\$1,153.55</u>

EXPLANATION

This request is made retroactively because Ms. Levangie was due compensation in State Fiscal Year 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.

Ms. Levangie was due an increment on June 28, 2014 but there was no current evaluation on file. Human Resources eventually received a performance evaluation in July 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. Levangie.

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
Annamarie Levangie	010-500100	Personal Services-Perm. Class.	45102011	\$961.55	0.062
Annamarie Levangie	060-500601	FICA (Permanent)	45102011	\$60.00	0.123
Annamarie Levangie	060-500604	Employee Retirement (Permanent)	45102011	\$118.00	0.0145
Annamarie Levangie	060-500631	Medicare Coverage (Permanent)	45102011	\$14.00	
Total				<u>\$1,153.55</u>	