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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 31, 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 Samantha Barnes, Mental Health Worker II, New Hampshire Hospital in the amount of \$1,482.20. This payment is to compensate the employee for wages that were not paid for State Fiscal Year (SFY) 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:

**EXPLANATION**

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

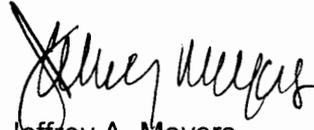
Employee Name	Class/ Object	Class Title	Job Number	Amount
Samantha Barnes	010-500100	Personal Services-Perm. Class.	94051000	\$1,482.20
Samantha Barnes	060-500601	FICA (Permanent)	94051000	\$92.00
Samantha Barnes	060-500604	Employee Retirement (Permanent)	94051000	\$180.00
Samantha Barnes	060-500631	Medicare Coverage (Permanent)	94051000	<u>\$21.00</u>
Total				\$1,775.20

This request is made retroactively because Ms. Barnes 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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Ms. Barnes was due to receive an increment on June 22, 2016. Through administrative error her increment was not processed and she is due pay from June 22, 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 Ms. Barnes.

Respectfully submitted,



Jeffrey A. Meyers  
Commissioner