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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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October 23, 2013

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

26% General funds
31% Federal funds
43% Other Income

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) 2013 funds to Lori Boelig, Occupational Therapist II, New Hampshire Hospital in the amount of \$1,903.12. This payment is to compensate the employee for wages that were not paid for State Fiscal Year (SFY) 2013. The funds to be paid will be twenty-six percent (26%) General Funds, thirty-one percent (31%) Federal and forty-three percent (43%) Other Income. 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, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC SERVICES

Employee Name	Class/ Object	Class Title	Job Number	Amount
Lori Boelig	010-500100	Personal Services-Perm. Class.	94053100	\$1,903.12
Lori Boelig	060-500601	FICA (Permanent)	94053100	\$118.00
Lori Boelig	060-500604	Employee Retirement (Permanent)	94053100	\$210.00
Lori Boelig	060-500631	Medicare Coverage (Permanent)	94053100	\$28.00
Total				<u>\$2,259.12</u>

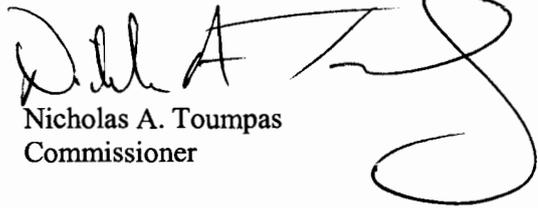
This request is made retroactively because Ms. Boelig was due compensation in State Fiscal Year 2013 that was not paid. The administrative error was not discovered until State Fiscal Year 2014. The Bureau of Human Resource Management has instituted a process to minimize the reoccurrence of related errors.

Ms. Boelig was due to receive a yearly increment on October 12, 2012. Through administrative error her increment was not processed and she is due pay from October 12, 2012 through June 13, 2013. This error was

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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. Boelig.

Respectfully submitted,



Nicholas A. Toumpas
Commissioner

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

Employee Name	Class/ Object	Class Title	Job Number	Amount	Percent
Lori Boelig	010-500100	Personal Services-Perm. Class.	94053100	\$1,903.12	0.062
Lori Boelig	060-500601	FICA (Permanent)	94053100	\$118.00	0.1105
Lori Boelig	060-500604	Employee Retirement (Permanent)	94053100	\$210.00	0.0145
Lori Boelig	060-500631	Medicare Coverage (Permanent)	94053100	\$28.00	
		Total		<u>\$2,259.12</u>	

