



Lori A. Shibinette
Commissioner

Lori A. Weaver
Deputy Commissioner

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

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August 23, 2022

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, Office of the Commissioner to make a **retroactive** one-time payment from State Fiscal Year (SFY) 2023 funds to John Petrycki Jr, Registered Nurse III, at Glencliff Home in the amount of \$14,202.10. This payment is to compensate the employee for wages that were not paid for State Fiscal Years, 2020, 2021 and 2022. The funds to be paid will be (19.21%) General Funds and (80.79%) Other Funds (Agency Income). Funds are available in the following account as follows:

**05-95-91-910010-5710 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS,
HHS:GLENCLIFF HOME**

Employee Name	Class/Object	Class Title	Job Number	Amount
John Petrycki Jr	010-500100	Personal Services-Perm. Class.	91571110	\$14202.10
John Petrycki Jr	060-500601	FICA (Permanent)	91571110	\$880.53
John Petrycki Jr	060-500604	Employee Retirement (Permanent)	91571110	\$2063.57
John Petrycki Jr	060-500631	Medicare Coverage (Permanent)	91571110	<u>\$205.93</u>
		Total		<u>\$17,352.13</u>

EXPLANATION

This request is made retroactively because Mr. Petrycki was due compensation in State Fiscal Years 2020, 2021 and 2022 that was not paid. The administrative error was not discovered until State Fiscal Year 2023. The Bureau of Human Resource Management has instituted a process to minimize the reoccurrence of related errors.

Mr. Petrycki was due to receive a promotion to Registered Nurse III on August 16, 2019. Through administrative error his promotion was not processed and he is due pay from August 16, 2019 through June 16, 2022, in the total of \$14,202.10. When the promotional paperwork was received by the Bureau of Human Resource Management, the Bureau took immediate action to update the employee's record on July 5, 2022. Approval of this Request will rectify the error thereby allowing payment of overdue wages to Mr. Petrycki.

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Respectfully submitted,

A handwritten signature in black ink that reads "Lori A. Shibinette for". The signature is written in a cursive, flowing style.

Lori A. Shibinette
Commissioner