



The State of New Hampshire NOV 25 '19 PM 12:33 DAS
Department of Environmental Services



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Robert R. Scott, Commissioner

November 13, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Environmental Services to make a **retroactive** one-time payment from State Fiscal Year (SFY) 2020 funds to Dorothy Hart, Part Time Clark Interviewer in the Water Division, Subsurface Systems Bureau in the amount of \$1,156.00. This payment is to compensate the employee for wages that were not paid for State Fiscal Years 2018/2019. Funding is 100% Subsurface Fees.

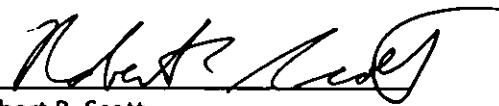
03-44-44-442010-12000000 - Department of Environmental Services, Water Division, Subsurface Bureau

Employee Name	Class Object	Class Title	Amount
Dorothy Hart	050-500109	Personal Services-Part Time	\$1,073.85
Dorothy Hart	060-500601	FICA	66.70
Dorothy Hart	060-500631	Medicare	15.45
Total			\$1,156.00

EXPLANATION

This request is made retroactively because Dorothy Hart was due compensation in State Fiscal Years 2018/2019 that was not paid. Dorothy Hart was due an increment on February 2, 2018 that wasn't processed. The administrative error was not discovered until the release of a new report by the Department of Administrative Services in State Fiscal Year 2020. Utilizing this report, the Bureau of Human Resource Management has instituted a monthly review process to minimize the reoccurrence of related errors.

We respectfully request your approval of this item.


 Robert R. Scott
 Commissioner