

7 mac



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

Lori A. Shiblett
Commissioner

Lori A. Weaver
Deputy Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9200 1-800-852-3345 Ext. 9200
Fax: 603-271-4912 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

January 24, 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) 2022 funds to Joshua Bolduc, Juvenile Probation & Parole Off II, in the amount of \$1090.20. This payment is to compensate the employee for wages that were not paid for State Fiscal Year 2021. The funds to be paid will be seventy six percent (76.37%) General Funds and twenty-four percent (23.63%) Federal Funds. Funds are available in the following account as follows:

05-95-42-421410-7905 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: Division for Children Youth & Families, Juvenile Justice Services, Juvenile Field Services

Employee Name	Class/ Object	Class Title	Job Number	Amount
Joshua Bolduc	010-500100	Personal Services-Perm. Class.	42140510	\$1090.20
Joshua Bolduc	060-500601	FICA (Permanent)	42140510	\$67.59
Joshua Bolduc	060-500604	Employee Retirement (Permanent)	42140510	\$158.41
Joshua Bolduc	060-500631	Medicare Coverage (Permanent)	42140510	\$15.81
		Total		<u>\$1332.01</u>

EXPLANATION

This request is made retroactively because Mr. Bolduc was due compensation in State Fiscal Year 2021 that was not paid. The employee's supervisor did not discover their error until State Fiscal Year 2022. Once discovered, the documentation was submitted to the Bureau of Human Resources and processed that day. The Bureau of Human Resource Management has instituted a process to minimize the reoccurrence of related errors.

Mr. Bolduc was due to receive a promotion to Juvenile Probation & Parole Officer II on January 5, 2021. Through administrative error his promotion was not received and he is due pay from January 5, 2021 through December 16, 2021. This request is for the portion of the

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 2 of 2

retroactive payment from January 5, 2021 through June 30, 2021. Approval of this Request will rectify the error thereby allowing payment of overdue wages to Mr. Bolduc.

Respectfully submitted,


Lori A. Shibinette
Commissioner