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STATE OF NEW HAMPSHIRE  
**DEPARTMENT OF CORRECTIONS**  
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HELEN E. HANKS  
 COMMISSIONER

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 ASSISTANT COMMISSIONER

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February 21, 2023

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

**REQUESTED ACTION**

Authorize the NH Department of Corrections (NHDOC) to make a one-time **retroactive** salary payment to, clinical administrator, Abbey Simon, position #93067, in the amount of \$2,368.28 effective upon Governor and Executive Council approval for the period of 4/22/2021 through 6/2/2022 with current State fiscal year funds. 100% General Funds

Funds are available in the account, 02-46-46-465010-8231000 Mental Health, as follows:

Employee Name	Class/Title	Amount
Simon, Abbey	010-500100 Personal Services-Permanent	1,750.00
Simon, Abbey	060-500606 Police Retirement	592.90
Simon, Abbey	060-500631 Medicare Coverage Permanent	25.38
Total		2,368.28

**EXPLANATION**

The NH Department of Corrections requests authorization to make a one-time **retroactive** salary payment to clinical administrator, Abbey Simon, in the amount of \$2,368.28, for the period referenced above due to an error in data entry that was not providing her, her statutory hazardous duty pay post a reallocation decision. Ms. Simon in her current role with the agency, and past role, meets the statutory criteria for hazardous duty pay per NH RSA 99:10. In her current role, she is continuously exposed to inmates in her provision of mental health services at our correctional facilities.

Respectfully Submitted,

Helen E. Hanks  
 Commissioner