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

Lori A. Weaver
Commissioner

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Deputy Commissioner

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April 30, 2024

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) 2024 funds to Bailey Pischke, a 21-1020 Social Wkrs-5 at Manchester District Office, in the amount of \$2,243.59. This payment is to compensate the employee for wages that were not paid for SFY 2023. Effective upon Governor and Executive Council approval. The funds to be paid will be 73.76% General Funds, 26.24% Federal for class 010. The funds to be paid will be 73.73% General Funds, 26.27% Federal for class 060. Funds are available in the following account:

05-95-42-421010-2957 HEALTH AND SOCIAL SERVICES, DEPARTMENT OF HEALTH AND HUMAN SERVICES, HHS: HUMAN SERVICES, CHILD PROTECTION, CHILD PROTECTION

Employee Name	Class/Object	Class Title	Job Number	Amount
Bailey Pischke	010-500100	Personal Services-Perm. Class.	42105789	\$1,846.57
Bailey Pischke	060-500601	FICA (Permanent)	42105789	\$114.49
Bailey Pischke	060-500604	Employee Retirement (Permanent)	42105789	\$255.75
Bailey Pischke	060-500631	Medicare Coverage (Permanent)	42105789	\$26.78
Total				\$2,243.59

EXPLANATION

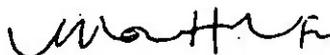
This request is made retroactively because Ms. Pischke was due compensation in SFY 2023 that was not paid. The error was not discovered until SFY 2024. The Bureau of Human Resource Management instituted an additional follow up procedure to this process in November 2023 to minimize the reoccurrence of related errors. Since implementing this additional process, the Bureau of Human Resource Management realized a nearly 50% reduction in these errors from 2022 to 2023.

Ms. Pischke was due to receive a promotion to 21-1020 Social Wkrs-5 effective September 14, 2022. Through administrative error her promotion was not processed and she is due pay from September 14, 2022 through January 25, 2024. This request represents the portion of the retroactive payment from September 14, 2022 through June 30, 2023. The remaining amount due to the employee is from SFY

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2024, and does not require Governor and Executive Council approval. Approval of this Request will rectify the error thereby allowing payment of overdue wages to Ms. Pischke.

Respectfully submitted,



Lori A. Weaver
Commissioner