



Deanna E. Jurius
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STATE OF NEW HAMPSHIRE

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION

OFFICE OF THE EXECUTIVE DIRECTOR

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December 15, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
New Hampshire State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Office of Professional Licensure and Certification (OPLC) to make a **retroactive** one-time payment totaling \$965.54 to Michelle Sousa, 13-1040 COMPLIANCE OFFICERS-5, from State Fiscal Year 2026 appropriations for compensation of wages which were not paid in State Fiscal Year 2025 and associated benefits totaling \$198.13 for a total payment of \$1,163.67, effective upon Governor and Executive Council approval. Funding Source: 100% Agency Funds.

Funds are available in FY 2026 in the account Division of Enforcement, **01-21-21-211010-33020000** as follows:

Class/Account	Class Title	Amount
010-500100	Salaries	\$965.54
060-500601	FICA (Perm)	\$59.87
060-500604	Employee's Retirement (perm)	\$124.26
060-500631	Medicare (Perm)	\$14.00
	Total	\$1,163.67

EXPLANATION

This request is retroactive and pertains to the position Reclass Filled that was approved retroactively effective February 21, 2025. The adjustment period is from February 21, 2025, to June 30, 2025. In accordance with state requirements, the OPLC seeks approval from the Governor and Executive Council to authorize payment for expenditures related to the previous fiscal year.

Based on the foregoing, OPLC respectfully requests approval of this item.

Respectfully Submitted,

Deanna E. Jurius
Executive Director