



New Hampshire
Employment
Security

HUMAN RESOURCES OFFICE

45 SOUTH FRUIT STREET
CONCORD, NH 03301-4857



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GEORGE N. COPADIS, COMMISSIONER

RICHARD J. LAVERS, DEPUTY COMMISSIONER

August 4, 2023

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

REQUESTED ACTION

To authorize New Hampshire Employment Security (NHES) to make a **retroactive** one-time payment from Fiscal Year 2024 funds to employee Pamela Mitchell, Certifying Officer III, for the compensation of unpaid wages from Fiscal Year 2023 in the amount of \$2,348.15, effective upon Governor and Council approval. 100% Federal funds.

Funds are available in account Dept. of Employment Security as follows:

02-27-27-270010-80400000		FY 2024
Class/Account	Account Title	Amount
010-500100	Salaries	\$ 1,837.50
019-500105	Regular Holiday Pay	\$ 84.37
060-500601	Benefits (FICA)	\$ 119.16
060-500631	Benefits (Medicare)	\$ 27.87
060-500604	Benefits (NHRS)	\$ 279.25
Total		\$ 2,348.15

EXPLANATION

NHES respectfully requests approval to **retroactively** compensate Ms. Mitchell for a salary increment which had not been processed for September 2, 2022. This was due to an administrative oversight found while auditing employee increment dates, resulting in her not receiving appropriate compensation for the time period of September 2, 2022 through June 15, 2023.

Respectfully submitted,

George N. Copadis
Commissioner

cc: NHES Human Resources