

1 State of Arkansas *As Engrossed: S3/1/22 S3/2/22*

2 93rd General Assembly

A Bill

3 Fiscal Session, 2022

SENATE BILL 45

4

5 By: Joint Budget Committee

6

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For An Act To Be Entitled

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AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES

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AND OPERATING EXPENSES FOR THE DEPARTMENT OF

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TRANSFORMATION AND SHARED SERVICES FOR THE FISCAL

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YEAR ENDING JUNE 30, 2023; AND FOR OTHER PURPOSES.

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Subtitle

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AN ACT FOR THE DEPARTMENT OF

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TRANSFORMATION AND SHARED SERVICES

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APPROPRIATION FOR THE 2022-2023 FISCAL

18

YEAR.

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21 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

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SECTION 1. REGULAR SALARIES - SECRETARY'S OFFICE. There is hereby established for the Department of Transformation and Shared Services for the 2022-2023 fiscal year, the following maximum number of regular employees.

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Maximum Annual

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Maximum

Salary Rate

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Item Class

No. of

Fiscal Year

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No. Code Title

Employees

2022-2023

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(1) SC014 SEC OF TRANSFORMATION & SHARED SVCS

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GRADE SE05

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(2) U061U TSS CHIEF OF STAFF

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GRADE SE03

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(3) G307C TSS LEGAL COUNSEL

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GRADE GS15

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(4) R051C TSS STATEWIDE PROGRAM MANAGER

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GRADE GS13

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(5) R028C TSS STATEWIDE PAYROLL SYS SPECIALIST 1

GRADE GS08

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MAX. NO. OF EMPLOYEES

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SECTION 2. APPROPRIATION - SECRETARY'S OFFICE. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services for the fiscal year ending June 30, 2023, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2022-2023</u>
(01) REGULAR SALARIES	\$561,668
(02) PERSONAL SERVICES MATCHING	152,214
(03) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	0
(B) CONF. & TRAVEL	0
(C) PROF. FEES	0
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$713,882</u></u>

SECTION 3. REGULAR SALARIES - SHARED SERVICES - ADMINISTRATION. There is hereby established for the Department of Transformation and Shared Services for the 2022-2023 fiscal year, the following maximum number of regular employees.

Item	Class	Maximum	Maximum Annual
<u>No.</u>	<u>Code</u>	<u>No. of</u>	<u>Salary Rate</u>
<u>No.</u>	<u>Code</u>	<u>Title</u>	<u>Fiscal Year</u>
		<u>Employees</u>	<u>2022-2023</u>
(1)	G293C	TSS CHIEF GENERAL COUNSEL	1 GRADE SE01
(2)	D006N	STATE SYSTEMS ARCHITECT	1 GRADE IT10
(3)	D136C	TSS IT PROJECT MANAGER DIRECTOR	1 GRADE IT10
(4)	D038C	SENIOR SOFTWARE SUPPORT ANALYST	1 GRADE IT06
(5)	D142C	TSS ERP ANALYST	1 GRADE IT06
(6)	D052C	SOFTWARE SUPPORT ANALYST	1 GRADE IT05
(7)	R001C	TSS ASST PERSONNEL ADMINISTRATOR	1 GRADE GS15
(8)	V001C	TSS ASST PROCUREMENT ADMINISTRATOR	1 GRADE GS15

1	(9)	G306C TSS CHIEF ADMINISTRATIVE OFFICER	1	GRADE GS15
2	(10)	N207N TSS CHIEF PRIVACY OFFICER	1	GRADE GS15
3	(11)	A010C AGENCY CONTROLLER II	1	GRADE GS13
4	(12)	R051C TSS STATEWIDE PROGRAM MANAGER	1	GRADE GS13
5	(13)	G047C ATTORNEY SPECIALIST	1	GRADE GS11
6	(14)	G076C ADMINISTRATIVE SERVICES MANAGER	1	GRADE GS10
7	(15)	A038C FISCAL SUPPORT MANAGER	1	GRADE GS09
8	(16)	A082C ACCOUNTANT II	1	GRADE GS08
9	(17)	V035C TSS STATEWIDE PROCUREMENT SPECIALIST	1	GRADE GS08
10	(18)	A065C PAYROLL SERVICES COORDINATOR	1	GRADE GS07
11	(19)	C037C ADMINISTRATIVE ANALYST	1	GRADE GS06
12	(20)	R025C HUMAN RESOURCES ANALYST	1	GRADE GS06
13	(21)	V040C TSS BUYER	2	GRADE GS06
14	(22)	C056C ADMINISTRATIVE SPECIALIST III	<u>1</u>	GRADE GS04
15		MAX. NO. OF EMPLOYEES	23	

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17 SECTION 4. APPROPRIATION - SHARED SERVICES - ADMINISTRATION. There is
 18 hereby appropriated, to the Department of Transformation and Shared Services,
 19 to be payable from the State Central Services Fund, for personal services and
 20 operating expenses of the Department of Transformation and Shared Services
 21 for the fiscal year ending June 30, 2023, the following:

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23	ITEM	FISCAL YEAR
24	<u>NO.</u>	<u>2022-2023</u>
25	(01) REGULAR SALARIES	\$1,522,248
26	(02) PERSONAL SERVICES MATCHING	475,131
27	(03) MAINT. & GEN. OPERATION	
28	(A) OPER. EXPENSE	875,000
29	(B) CONF. & TRAVEL	25,000
30	(C) PROF. FEES	100,000
31	(D) CAP. OUTLAY	0
32	(E) DATA PROC.	<u>0</u>
33	TOTAL AMOUNT APPROPRIATED	<u><u>\$2,997,379</u></u>

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35 SECTION 5. REGULAR SALARIES - STATEWIDE SHARED SERVICES. There is
 36 hereby established for the Department of Transformation and Shared Services

1 for the 2022-2023 fiscal year, the following maximum number of regular
2 employees.

				Maximum	Maximum Annual
	Item	Class		No. of	Salary Rate
	No.	Code	Title	Employees	Fiscal Year
					2022-2023
8	(1)	N036N	TSS EBD DIRECTOR	1	GRADE SE02
9	(2)	N032N	TSS OPM DIRECTOR	1	GRADE SE02
10	(3)	N031N	TSS OSP DIRECTOR	1	GRADE SE02
11	(4)	D012N	TSS DEPUTY ADMINISTRATOR	1	GRADE SE01
12	(5)	L038C	REGISTERED NURSE	1	GRADE MP01
13	(6)	D141C	TSS ERP SYSTEM MANAGER	1	GRADE IT09
14	(7)	D142C	TSS ERP ANALYST	1	GRADE IT06
15	(8)	R003C	TSS ASST EBD ADMINISTRATOR	1	GRADE GS15
16	(9)	R001C	TSS ASST PERSONNEL ADMINISTRATOR	1	GRADE GS15
17	(10)	V001C	TSS ASST PROCUREMENT ADMINISTRATOR	1	GRADE GS15
18	(11)	R051C	TSS STATEWIDE PROGRAM MANAGER	2	GRADE GS13
19	(12)	V003C	TSS PROCUREMENT DIVISION MANAGER	2	GRADE GS12
20	(13)	R052C	TSS STATEWIDE PROGRAM COORDINATOR	13	GRADE GS11
21	(14)	X038C	QUALITY ASSURANCE MANAGER	1	GRADE GS09
22	(15)	V034C	TSS STATEWIDE PROCUREMENT COORD	7	GRADE GS09
23	(16)	R053C	TSS STATEWIDE PROGRAM SPECIALIST	8	GRADE GS09
24	(17)	A041C	PROGRAM FISCAL MANAGER	1	GRADE GS08
25	(18)	X062C	QUALITY ASSURANCE COORDINATOR	1	GRADE GS08
26	(19)	R028C	TSS STATEWIDE PAYROLL SYS SPECIALIST	2	GRADE GS08
27	(20)	V035C	TSS STATEWIDE PROCUREMENT SPECIALIST	17	GRADE GS08
28	(21)	C010C	EXECUTIVE ASSISTANT TO THE DIRECTOR	1	GRADE GS07
29	(22)	P013C	PUBLIC INFORMATION COORDINATOR	2	GRADE GS07
30	(23)	R018C	TSS EBD PROGRAM SUPERVISOR	3	GRADE GS07
31	(24)	C037C	ADMINISTRATIVE ANALYST	1	GRADE GS06
32	(25)	R022C	BENEFITS COORDINATOR	1	GRADE GS06
33	(26)	A074C	FISCAL SUPPORT SUPERVISOR	1	GRADE GS06
34	(27)	B076C	RESEARCH PROJECT ANALYST	7	GRADE GS06
35	(28)	V040C	TSS BUYER	1	GRADE GS06
36	(29)	R034C	TSS EBD BENEFITS SPECIALIST	13	GRADE GS06

1	(30)	V033C TSS OSP SURPLUS PROPERTY SUPERVISOR	1	GRADE GS06
2	(31)	R033C BENEFITS ANALYST	14	GRADE GS05
3	(32)	A091C FISCAL SUPPORT ANALYST	1	GRADE GS05
4	(33)	C057C ADMINISTRATION SUPPORT SPECIALIST	1	GRADE GS04
5	(34)	C056C ADMINISTRATIVE SPECIALIST III	4	GRADE GS04
6	(35)	A098C FISCAL SUPPORT SPECIALIST	1	GRADE GS04
7	(36)	V021C SURPLUS PROPERTY AGENT	11	GRADE GS04
8	(37)	C073C ADMINISTRATIVE SPECIALIST II	<u>6</u>	GRADE GS03
9		MAX. NO. OF EMPLOYEES	133	

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11 SECTION 6. EXTRA HELP - STATEWIDE SHARED SERVICES. There is hereby
 12 authorized, for the Department of Transformation and Shared Services -
 13 Statewide Shared Services for the 2022-2023 fiscal year, the following
 14 maximum number of part-time or temporary employees, to be known as "Extra
 15 Help", payable from funds appropriated herein for such purposes: ten (10)
 16 temporary or part-time employees, when needed, at rates of pay not to exceed
 17 those provided in the Uniform Classification and Compensation Act, or its
 18 successor, or this act for the appropriate classification.

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20 SECTION 7. APPROPRIATION - STATEWIDE SHARED SERVICES - OFFICES OF
 21 PERSONNEL MANAGEMENT AND STATE PROCUREMENT OPERATIONS. There is hereby
 22 appropriated, to the Department of Transformation and Shared Services, to be
 23 payable from the State Central Services Fund, for personal services and
 24 operating expenses of the Department of Transformation and Shared Services -
 25 Statewide Shared Services - Offices of Personnel Management and State
 26 Procurement Operations for the fiscal year ending June 30, 2023, the
 27 following:

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29	ITEM	FISCAL YEAR
30	<u>NO.</u>	<u>2022-2023</u>
31	(01) REGULAR SALARIES	\$3,908,760
32	(02) EXTRA HELP	11,512
33	(03) PERSONAL SERVICES MATCHING	1,255,122
34	(04) MAINT. & GEN. OPERATION	
35	(A) OPER. EXPENSE	426,500
36	(B) CONF. & TRAVEL	17,600

1	(C) PROF. FEES	8,500
2	(D) CAP. OUTLAY	0
3	(E) DATA PROC.	<u>0</u>
4	TOTAL AMOUNT APPROPRIATED	<u><u>\$5,627,994</u></u>

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 6 SECTION 8. APPROPRIATION - STATEWIDE SHARED SERVICES - EMPLOYEE
 7 BENEFITS DIVISION OPERATIONS. There is hereby appropriated, to the
 8 Department of Transformation and Shared Services, to be payable from the
 9 State Central Services Fund, for personal services and operating expenses of
 10 the Department of Transformation and Shared Services - Statewide Shared
 11 Services - Employee Benefits Division - Operations for the fiscal year ending
 12 June 30, 2023, the following:

14	ITEM	FISCAL YEAR
15	<u>NO.</u>	<u>2022-2023</u>
16	(01) REGULAR SALARIES	\$1,376,437
17	(02) PERSONAL SERVICES MATCHING	463,118
18	(03) OVERTIME	5,000
19	(04) MAINT. & GEN. OPERATION	
20	(A) OPER. EXPENSE	1,130,172
21	(B) CONF. & TRAVEL	4,000
22	(C) PROF. FEES	54,089
23	(D) CAP. OUTLAY	0
24	(E) DATA PROC.	<u>0</u>
25	TOTAL AMOUNT APPROPRIATED	<u><u>\$3,032,816</u></u>

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 27 SECTION 9. APPROPRIATION - COMMISSION STIPEND AND MILEAGE PAYMENTS.
 28 *There is hereby appropriated, to the Department of Transformation and Shared*
 29 *Services - Statewide Shared Services - Employee Benefits Division, to be*
 30 *payable from the State Central Services Fund, for payment of stipends and*
 31 *mileage to commission members for the fiscal year ending June 30, 2023, the*
 32 *following:*

34	ITEM	FISCAL YEAR
35	<u>NO.</u>	<u>2022-2023</u>
36	(01) PUBLIC SCHOOL EMPLOYEE HEALTH BENEFIT	

1	ADVISORY COMMISSION MILEAGE & STIPEND	
2	PAYMENTS	\$50,000
3	(02) STATE EMPLOYEE HEALTH BENEFIT	
4	ADVISORY COMMISSION MILEAGE & STIPEND	
5	PAYMENTS	<u>50,000</u>
6	TOTAL AMOUNT APPROPRIATED	<u><u>\$100,000</u></u>

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8 SECTION 10. APPROPRIATION - STATEWIDE SHARED SERVICES - MISCELLANEOUS

9 CASH. There is hereby appropriated, to the Department of Transformation and

10 Shared Services, to be payable from the cash fund deposited in the State

11 Treasury as determined by the Chief Fiscal Officer of the State, for personal

12 services and operating expenses of the Department of Transformation and

13 Shared Services - Statewide Shared Services - Miscellaneous Cash for the

14 fiscal year ending June 30, 2023, the following:

16	ITEM	FISCAL YEAR
17	<u>NO.</u>	<u>2022-2023</u>
18	(01) REGULAR SALARIES	\$1,125,830
19	(02) EXTRA HELP	100,000
20	(03) PERSONAL SERVICES MATCHING	414,494
21	(04) MAINT. & GEN. OPERATION	
22	(A) OPER. EXPENSE	953,222
23	(B) CONF. & TRAVEL	71,800
24	(C) PROF. FEES	24,000
25	(D) CAP. OUTLAY	0
26	(E) DATA PROC.	0
27	(05) REFUNDS/REIMBURSEMENTS	717,700
28	(06) EXTERNAL CONSULTANT CONTRACTS	<u>1,500,000</u>
29	TOTAL AMOUNT APPROPRIATED	<u><u>\$4,907,046</u></u>

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31 SECTION 11. APPROPRIATION - STATEWIDE SHARED SERVICES - MARKETING AND

32 REDISTRIBUTION. There is hereby appropriated, to the Department of

33 Transformation and Shared Services, to be payable from the Property Sales

34 Holding Fund, for personal services and operating expenses of the Department

35 of Transformation and Shared Services - Statewide Shared Services - Marketing

36 and Redistribution for the fiscal year ending June 30, 2023, the following:

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ITEM	FISCAL YEAR
<u>NO.</u>	<u>2022-2023</u>
(01) REGULAR SALARIES	\$651,495
(02) EXTRA HELP	5,000
(03) PERSONAL SERVICES MATCHING	247,232
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	358,605
(B) CONF. & TRAVEL	1,000
(C) PROF. FEES	24,000
(D) CAP. OUTLAY	120,000
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$1,407,332</u></u>

SECTION 12. APPROPRIATION - STATEWIDE SHARED SERVICES - PURCHASE AND CORPORATE TRAVEL CARD PROGRAM. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the Purchase and Corporate Travel Card Program Fund, for providing appropriation to allow for rebates coming into the State from vendor banks and for distribution to participating agencies and for operating expenses connected with the administration of the program by the Department of Transformation and Shared Services - Statewide Shared Services - Purchase and Corporate Travel Card Program for the fiscal year ending June 30, 2023, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2022-2023</u>
(01) REFUNDS/REIMBURSEMENTS	<u><u>\$4,000,000</u></u>

SECTION 13. APPROPRIATION - STATEWIDE SHARED SERVICES - INFORMATION TECHNOLOGY. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for information technology services expenses of the Department of Transformation and Shared Services - Statewide Shared Services for the fiscal year ending June 30, 2023, the following:

ITEM	FISCAL YEAR
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1	<u>NO.</u>	<u>2022-2023</u>
2	(01) INFORMATION TECHNOLOGY SERVICES	<u>\$600,000</u>

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4 SECTION 14. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
 5 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SHARED
 6 SERVICES. (a)(1) The Chief Fiscal Officer of the State may create a Shared
 7 Services paying accounts on his or her books and on the books of the
 8 Treasurer of State and the Auditor of State for the payment of personal
 9 services and operating expenses in the Shared Services Paying Account
 10 Appropriation by the Department of Transformation and Shared Services.

11 (2) The Chief Fiscal Officer of the State shall direct the transfer
 12 of funds and appropriations to the Shared Services Paying Account
 13 appropriation section of this act on the books of the Treasurer of State, the
 14 Auditor of State, and the Chief Fiscal Officer of the State.

15 (3) The transfer authority provided to the department in
 16 subdivision (a)(2) of this section may be used to make transfers only within
 17 the department's appropriation act or between other appropriation acts
 18 authorized for the department.

19 (4) The provisions of this section shall be in effect from the date of
 20 passage through June 30, 2023.

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22 SECTION 15. SPECIAL LANGUAGE - CODE AMENDMENT. Arkansas Code § 21-5-
 23 211 is amended to read as follows:

24 21-5-211. Implementation procedure for grade changes —~~Salary~~
 25 ~~adjustments.~~

26 (a) The Office of Personnel Management has administrative
 27 responsibility for enforcing compliance by state agencies affected by this
 28 subchapter in implementing classification and grade changes.

29 ~~(b)(1) The Governor may authorize a salary increase up to two percent~~
 30 ~~(2%) each fiscal year if:~~

31 ~~(A) The Chief Fiscal Officer of the State and the~~
 32 ~~Secretary of the Department of Transformation and Shared Services determine~~
 33 ~~that sufficient general revenues become available; and~~

34 ~~(B) The salary increase does not result in an employee's~~
 35 ~~compensation exceeding the maximum pay level amount set out for the position.~~

36 ~~(2)(A) An employee compensated at the highest pay level rate~~

1 ~~authorized for his or her classification is eligible to receive the salary~~
2 ~~increase authorized in this section as a lump sum payment.~~

3 ~~(B) However, the increase shall be paid as a lump sum on~~
4 ~~the last pay period of the fiscal year of the year in which the increase is~~
5 ~~to occur, and the payment shall not be construed as exceeding the maximum~~
6 ~~salary.~~

7 ~~(e)(b)(1) If the Chief Fiscal Officer of the State and the secretary~~
8 ~~Secretary of the Department of Transformation and Shared Services determine~~
9 ~~that general revenue funds are insufficient to implement the salary increases~~
10 ~~authorized in this subchapter or by any other law that affects salary~~
11 ~~increases for state employees, the Chief Fiscal Officer of the State and the~~
12 ~~secretary upon approval by the Governor may reduce the percentage of all~~
13 ~~authorized salary increases for all state employees covered by this~~
14 ~~subchapter without regard to whether or not the employees are compensated~~
15 ~~from general or special revenues, federal funds, or trust funds.~~

16 (2) However, if sufficient general revenues should then become
17 available at any time during the year to provide the maximum additional
18 salary increases for all state employees without regard to the source of
19 revenues, salary increases for state employees provided for in this
20 subchapter or by any other law may be fully implemented by the Chief Fiscal
21 Officer of the State and the secretary.

22 (3) Any salary adjustments made by the Chief Fiscal Officer of
23 the State and the secretary in accordance with this subsection shall be
24 reported to the Legislative Council or, if the General Assembly is in
25 session, the Joint Budget Committee.

26 ~~(d)(c)~~ All percentage calculations stipulated in this subchapter or
27 any other law affecting salaries of state employees may be rounded to the
28 nearest even-dollar amount by the Office of Personnel Management when making
29 the percentage changes to state employee salaries.

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31 SECTION 16. COMPLIANCE WITH OTHER LAWS. Disbursement of funds
32 authorized by this act shall be limited to the appropriation for such agency
33 and funds made available by law for the support of such appropriations; and
34 the restrictions of the State Procurement Law, the General Accounting and
35 Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary
36 Procedures and Restrictions Act, or their successors, and other fiscal

1 control laws of this State, where applicable, and regulations promulgated by
2 the Department of Finance and Administration, as authorized by law, shall be
3 strictly complied with in disbursement of said funds.

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5 SECTION 17. LEGISLATIVE INTENT. It is the intent of the General
6 Assembly that any funds disbursed under the authority of the appropriations
7 contained in this act shall be in compliance with the stated reasons for
8 which this act was adopted, as evidenced by the Agency Requests, Executive
9 Recommendations and Legislative Recommendations contained in the budget
10 manuals prepared by the Department of Finance and Administration, letters, or
11 summarized oral testimony in the official minutes of the Arkansas Legislative
12 Council or Joint Budget Committee which relate to its passage and adoption.

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14 SECTION 18. EFFECTIVE DATE. This act is effective on and after July 1,
15 2022.

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17 */s/Joint Budget Committee*

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20 **APPROVED: 3/8/22**