

Stricken language would be deleted from and underlined language would be added to the law as it existed prior to this session of the General Assembly.

1 State of Arkansas
2 84th General Assembly
3 First Extraordinary Session, 2003
4

A Bill

Call Item 3
Act 28 of 2003
HOUSE BILL 1011

5 By: Joint Budget Committee
6

For An Act To Be Entitled

8 AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL
9 SERVICES AND OPERATING EXPENSES FOR THE
10 DEPARTMENT OF HUMAN SERVICES - DIVISION OF COUNTY
11 OPERATIONS FOR THE BIENNIAL PERIOD ENDING JUNE
12 30, 2005; AND FOR OTHER PURPOSES.
13

Subtitle

14
15 AN ACT FOR THE DEPARTMENT OF HUMAN
16 SERVICES - DIVISION OF COUNTY OPERATIONS
17 APPROPRIATION FOR THE 2003-2005
18 BIENNIUM.
19
20
21

22 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:
23

24 SECTION 1. REGULAR SALARIES. There is hereby established for the
25 Department of Human Services - Division of County Operations for the 2003-
26 2005 biennium, the following maximum number of regular employees whose
27 salaries shall be governed by the provisions of the Uniform Classification
28 and Compensation Act (Arkansas Code §§21-5-201 et seq.), or its successor,
29 and all laws amendatory thereto. Provided, however, that any position to
30 which a specific maximum annual salary is set out herein in dollars, shall be
31 exempt from the provisions of said Uniform Classification and Compensation
32 Act. All persons occupying positions authorized herein are hereby governed
33 by the provisions of the Regular Salaries Procedures and Restrictions Act
34 (Arkansas Code §21-5-101), or its successor.
35

36 Maximum Annual



05012003JJKG0851.JJKG258

1				Maximum	Salary Rate	
2	Item	Class		No. of	Fiscal Years	
3	No.	Code	Title	Employees	2003-2004	2004-2005
4	(1)	6603	GENERAL PHYSICIAN	5	\$114,762	\$117,219
5	(2)	9719	DHS DEP DIR COUNTY OPS	1	\$93,803	\$95,966
6	(3)	9235	DHS COMMUNICATIONS DIRECTOR	1	\$83,516	\$85,503
7	(4)	8943	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$77,912	\$79,793
8	(5)	8937	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$77,912	\$79,793
9	(6)	8935	DHS/DCO ASST DEP DIR PGM & ADMN SPT	1	\$77,912	\$79,793
10	(7)	8039	DHS/DCO ASSISTANT DIRECTOR	1	\$77,912	\$79,793
11	(8)	8939	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$76,222	\$78,070
12	(9)	9751	DHS DIRECTOR COMMUNITY SVCS	1	\$72,236	\$74,008
13	(10)	8944	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$68,414	\$70,114
14	(11)	8940	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$68,414	\$70,114
15	(12)	8950	DHS MGR OF DHS COMMUNITY SVCS	1	\$64,668	\$66,297
16	(13)	8942	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$62,746	\$64,338
17	(14)	8941	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$62,746	\$64,338
18	(15)	M042	DHS/DCO COUNTY ADMINISTRATOR IV	2	GRADE	24
19	(16)	923Z	DHS PRGM ADMINISTRATOR	2	GRADE	23
20	(17)	M040	DHS/DCO COUNTY ADMINISTRATOR III	11	GRADE	23
21	(18)	699Z	DHS/DCO FIELD MANAGER	6	GRADE	22
22	(19)	909Z	PROGRAM SUPPORT MANAGER	1	GRADE	22
23	(20)	975Z	DHS WEATHERIZATION PROGRAM ADMIN	1	GRADE	22
24	(21)	D066	SYSTEMS COORDINATION ANALYST II	1	GRADE	22
25	(22)	D124	LEAD PROGRAMMER/ANALYST	1	GRADE	22
26	(23)	M032	DHS/DCO COUNTY SUPV IV	2	GRADE	22
27	(24)	M038	DHS/DCO COUNTY ADMINISTRATOR II	30	GRADE	22
28	(25)	697Z	DHS PRGM MANAGER	5	GRADE	21
29	(26)	M022	DHS/DCO COUNTY ADMINISTRATOR I	34	GRADE	21
30	(27)	M029	DHS/DCO COUNTY SUPV III	14	GRADE	21
31	(28)	R488	GRANTS ADMIN SUPV	2	GRADE	21
32	(29)	V014	DHS/DCO COMMODITY SERVICES MANAGER	1	GRADE	21
33	(30)	D121	USER SUPPORT ANALYST	2	GRADE	20
34	(31)	E112	WEATHERIZATION TRAINING COORD	1	GRADE	20
35	(32)	M027	DHS/DCO COUNTY SUPV II	29	GRADE	20
36	(33)	R145	DHS PROGRAM COORDINATOR	11	GRADE	20

1	(34)	R266	MANAGEMENT PROJECT ANALYST II	7	GRADE 20
2	(35)	E074	TRAINING REPRESENTATIVE	5	GRADE 19
3	(36)	M025	DHS/DCO COUNTY SUPV I	35	GRADE 19
4	(37)	M154	DHS FIELD REPRESENTATIVE	16	GRADE 19
5	(38)	M164	QUALITY CONTROL REVIEW SUPV	6	GRADE 19
6	(39)	R084	DHS STAFF SUPERVISOR	5	GRADE 19
7	(40)	R168	GRANTS COORDINATOR II	9	GRADE 19
8	(41)	R332	DHS POLICY DEVELOPMENT COORD	6	GRADE 19
9	(42)	W012	MEDICAL RECORDS ADMINISTRATOR	1	GRADE 19
10	(43)	M024	FAMILY SUPPORT SPECIALIST SUPV	97	GRADE 18
11	(44)	M068	DHS PROGRAM ANALYST	11	GRADE 18
12	(45)	M072	SOCIAL SERVICE INVESTIGATOR II	20	GRADE 18
13	(46)	M075	SOCIAL SERVICE REPRESENTATIVE II	6	GRADE 18
14	(47)	M078	DHS/DEMS SUPERVISOR	2	GRADE 18
15	(48)	M170	QUALITY CONTROL REVIEWER	33	GRADE 18
16	(49)	M023	FAMILY SUPPORT SPECIALIST III	889	GRADE 17
17	(50)	M125	WORK PROGRAM ADVISOR	35	GRADE 17
18	(51)	R010	ADMINISTRATIVE ASSISTANT II	13	GRADE 17
19	(52)	X352	HLTH CARE ANALYST II	1	GRADE 17
20	(53)	M021	FAMILY SUPPORT SPECIALIST II	2	GRADE 16
21	(54)	M110	VOLUNTEER SERVICES COORDINATOR	3	GRADE 16
22	(55)	M148	YOUTH SERVICES WORKER II	2	GRADE 16
23	(56)	A108	ACCOUNTING TECHNICIAN II	1	GRADE 15
24	(57)	D005	COMPUTER OPERATOR II	1	GRADE 15
25	(58)	K011	ADMINISTRATIVE OFFICE SUPERVISOR	33	GRADE 15
26	(59)	V021	COMMODITY DIST REP	3	GRADE 15
27	(60)	V051	STOREROOM SUPV/STORE SUPV	1	GRADE 15
28	(61)	K041	EXECUTIVE SECY/ADMINISTRATIVE SECY	25	GRADE 14
29	(62)	K117	MEDICAL OR LEGAL SECRETARY	1	GRADE 14
30	(63)	K153	SECRETARY II	64	GRADE 13
31	(64)	M067	SOCIAL SERVICE AIDE II	20	GRADE 13
32	(65)	M174	SOCIAL SERVICE REPRESENTATIVE TRN	3	GRADE 13
33	(66)	K039	DOCUMENT EXAMINER II	353	GRADE 12
34	(67)	K115	STATISTICIAN ASST II/STATISTICIAN I	1	GRADE 12
35	(68)	T045	SECURITY OFFICER II	1	GRADE 12
36	(69)	K037	DOCUMENT EXAMINER I	10	GRADE 10

1	(70) C011 SWITCHBOARD OPERATOR II	3	GRADE 09
2	(71) V055 SURPLUS PROPERTY ASSISTANT	<u>1</u>	GRADE 09
3	MAX. NO. OF EMPLOYEES	1,899	

4

5 SECTION 2. EXTRA HELP. There is hereby authorized, for the Department of
6 Human Services - Division of County Operations for the 2003-2005 biennium,
7 the following maximum number of part-time or temporary employees, to be known
8 as "Extra Help", payable from funds appropriated herein for such purposes:
9 thirty-seven (37) temporary or part-time employees, when needed, at rates of
10 pay not to exceed those provided in the Uniform Classification and
11 Compensation Act, or its successor, or this act for the appropriate
12 classification.

13

14 SECTION 3. APPROPRIATION - COMMODITY DISTRIBUTION AND SALVAGE CONTAINER -
15 CASH. There is hereby appropriated, to the Department of Human Services -
16 Division of County Operations, to be payable from the cash fund deposited in
17 the State Treasury as determined by the Chief Fiscal Officer of the State,
18 for operating expenses of the Department of Human Services - Division of
19 County Operations for the biennial period ending June 30, 2005, the
20 following:

22	ITEM	FISCAL YEARS	
23	<u>NO.</u>	<u>2003-2004</u>	<u>2004-2005</u>
24	(01) MAINT. & GEN. OPERATION		
25	(A) OPER. EXPENSE	\$ 360,000	\$ 360,000
26	(B) CONF. & TRAVEL	0	0
27	(C) PROF. FEES	0	0
28	(D) CAP. OUTLAY	0	0
29	(E) DATA PROC.	<u>0</u>	<u>0</u>
30	TOTAL AMOUNT APPROPRIATED	<u>\$ 360,000</u>	<u>\$ 360,000</u>

31

32 SECTION 4. APPROPRIATION - GRANTS - FEDERAL. There is hereby appropriated,
33 to the Department of Human Services - Division of County Operations, to be
34 payable from the federal funds as designated by the Chief Fiscal Officer of
35 the State, for federally funded grants of the Department of Human Services -
36 Division of County Operations for the biennial period ending June 30, 2005,

1 the following:

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3 ITEM	FISCAL YEARS	
4 NO.	2003-2004	2004-2005
5 (01) SHELTER PLUS CARE PROGRAM	\$ 2,000,000	\$ 2,000,000
6 (02) WEATHERIZATION PROGRAM	4,920,000	5,420,000
7 (03) EMERGENCY FOOD PROGRAM	480,000	480,000
8 (04) LOW INCOME ENERGY ASSISTANCE PROGRAM	10,959,034	10,959,034
9 (05) REFUGEE RESETTLEMENT PROGRAM	91,500	91,500
10 (06) HOMELESS ASSISTANCE GRANT	<u>1,700,100</u>	<u>1,900,100</u>
11 TOTAL AMOUNT APPROPRIATED	<u>\$ 20,150,634</u>	<u>\$ 20,850,634</u>

12

13 SECTION 5. APPROPRIATION - GRANTS - STATE. There is hereby appropriated,
 14 to the Department of Human Services - Division of County Operations, to be
 15 payable from the Department of Human Services Grants Fund Account, for grant
 16 payments of the Department of Human Services - Division of County Operations
 17 for the biennial period ending June 30, 2005, the following:

18

19 ITEM	FISCAL YEARS	
20 NO.	2003-2004	2004-2005
21 (01) AID TO AGED, BLIND, DISABLED	<u>\$ 4,000</u>	<u>\$ 4,000</u>

22

23 SECTION 6. APPROPRIATION - GRANTS. There is hereby appropriated, to the
 24 Department of Human Services - Division of County Operations, to be payable
 25 from the paying account as determined by the Chief Fiscal Officer of the
 26 State, for grant payments of the Department of Human Services - Division of
 27 County Operations for the biennial period ending June 30, 2005, the
 28 following:

29

30 ITEM	FISCAL YEARS	
31 NO.	2003-2004	2004-2005
32 (01) TANF BLOCK GRANT	\$ 70,035,946	\$ 70,035,946
33 (02) COMMUNITY SERVICE BLOCK GRANT	<u>9,831,604</u>	<u>10,331,604</u>
34 TOTAL AMOUNT APPROPRIATED	<u>\$ 79,867,550</u>	<u>\$ 80,367,550</u>

35

36 SECTION 7. APPROPRIATION - INDIVIDUAL DEVELOPMENT ACCOUNT PROGRAM. There

1 is hereby appropriated, to the Department of Human Services - Division of
 2 County Operations, to be payable from the Individual Development Account
 3 Trust Fund, for operating expenses of the Department of Human Services -
 4 Division of County Operations for the biennial period ending June 30, 2005,
 5 the following:

ITEM NO.	FISCAL YEARS	
	2003-2004	2004-2005
(01) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSE	\$ 0	\$ 0
(B) CONF. & TRAVEL	0	0
(C) PROF. FEES	500,000	500,000
(D) CAP. OUTLAY	0	0
(E) DATA PROC.	<u>0</u>	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u>\$ 500,000</u>	<u>\$ 500,000</u>

16
 17 SECTION 8. APPROPRIATION - OPERATIONS. There is hereby appropriated, to
 18 the Department of Human Services - Division of County Operations, to be
 19 payable from the paying account as determined by the Chief Fiscal Officer of
 20 the State, for personal services and operating expenses of the Department of
 21 Human Services - Division of County Operations for the biennial period ending
 22 June 30, 2005, the following:

ITEM NO.	FISCAL YEARS	
	2003-2004	2004-2005
(01) REGULAR SALARIES	\$ 53,820,721	\$ 55,273,870
(02) EXTRA HELP	300,000	300,000
(03) PERSONAL SERV MATCH	16,276,147	16,542,698
(04) OVERTIME	150,000	150,000
(05) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSE	19,514,592	20,837,050
(B) CONF. & TRAVEL	488,405	488,405
(C) PROF. FEES	10,600,556	10,640,556
(D) CAP. OUTLAY	21,000	21,000
(E) DATA PROC.	0	0
(06) DATA PROCESSING SERVICES	<u>5,000,000</u>	<u>5,000,000</u>

1 TOTAL AMOUNT APPROPRIATED \$ 106,171,421 \$ 109,253,578

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3 SECTION 9. APPROPRIATION – WEATHERIZATION ASSISTANCE UTILITY ASSESSMENT.

4 There is hereby appropriated, to the Department of Human Services – Division
 5 of County Operations, to be payable from the Arkansas Weatherization
 6 Assistance Fund, for grant agreements with local governments and nonprofit
 7 corporations by the Department of Human Services – Division of County
 8 Operations for the biennial period ending June 30, 2005, the following:

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10	ITEM	FISCAL YEARS	
11	<u>NO.</u>	<u>2003-2004</u>	<u>2004-2005</u>
12	(01) WEATHERIZATION ASSISTANCE UTILITY		
13	ASSESSMENT	\$ <u>4,700,000</u>	\$ <u>4,700,000</u>

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15 SECTION 10. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
 16 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. COUNTY
 17 OPERATIONS - RECORD RETENTION. It is determined by the General Assembly of
 18 the State of Arkansas that immediate needs of TEA recipients must be met to
 19 enable that recipient to obtain and maintain work. In many instances these
 20 needs are not immediately met because of the original documentation
 21 requirements of the Accounting and Budgetary Procedures Law. For this
 22 reason, the case management field staff of the Department of Human Services
 23 is authorized to approve up to \$500 per TEA client to be disbursed for
 24 employment needs of the client from accounts designated for that purpose.
 25 Further a facsimile copy of the client-completed form (DCO Form #1430 or
 26 successor) or a facsimile copy of a vendor's invoice is sufficient
 27 documentation for expenditure records. All original documentation shall be
 28 maintained in the county office authorizing the expenditure.

29 The provisions of this section shall be in effect only from ~~July 1, 2001~~
 30 July 1, 2003 through ~~June 30, 2003~~ June 30, 2005.

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32 SECTION 11. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
 33 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. COUNTY
 34 OPERATIONS - CARRY FORWARD. The unexpended balances in appropriations made
 35 from federal funds, for County Operations, as provided for in this Act on
 36 June 30, 2004 shall be carried forward and made available for expenditures

1 for the same purpose for the fiscal year ending June 30, 2005.
2 The provisions of this section shall be in effect only from July 1, 2003
3 through June 30, 2005.

4
5 SECTION 12. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
6 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. COUNTY
7 OPERATIONS – USE OF LOCAL FUNDS. To the extent allowed by Federal
8 requirements, including waiver, demonstration and pilot project options, the
9 Division of County Operations may use local and donated funds to obtain
10 federal matching funds to enhance federal agency programs.

11
12 The provisions of this section shall be in effect only from July 1, 2003
13 through June 30, 2005.

14
15 SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
16 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. TRANSFER
17 OF TANF BLOCK GRANT FUNDS TO THE CHILD CARE DEVELOPMENT FUND. Not
18 withstanding any federal regulations or mandates for the biennium that
19 prohibits the use of funds for this purpose, the Department of Human
20 Services, Division of County Operations shall transfer a total of \$12 million
21 or 11 percent; whichever amount is less, of the state’s federal Temporary
22 Assistance to Needy Families (TANF) block grant to the Child Care Development
23 Fund. The funds, to be administered by the Division of Child Care and Early
24 Childhood Education, shall be used to provide subsidized child care for TEA,
25 transitional child care, or other low-income families. These funds shall be
26 used to develop, support, enhance and subsidize early care and education
27 programs.

28
29 The amount of transfer is subject to continuation of base level funding for
30 the Division of County Operations.

31
32 The provisions of this section shall be in effect from July 1, 2003 through
33 June 30, 2005.

34
35 SECTION 14. COMPLIANCE WITH OTHER LAWS. Disbursement of funds authorized
36 by this act shall be limited to the appropriation for such agency and funds

1 made available by law for the support of such appropriations; and the
2 restrictions of the State Purchasing Law, the General Accounting and
3 Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary
4 Procedures and Restrictions Act, or their successors, and other fiscal
5 control laws of this State, where applicable, and regulations promulgated by
6 the Department of Finance and Administration, as authorized by law, shall be
7 strictly complied with in disbursement of said funds.

8
9 SECTION 15. LEGISLATIVE INTENT. It is the intent of the General Assembly
10 that any funds disbursed under the authority of the appropriations contained
11 in this act shall be in compliance with the stated reasons for which this act
12 was adopted, as evidenced by the Agency Requests, Executive Recommendations
13 and Legislative Recommendations contained in the budget manuals prepared by
14 the Department of Finance and Administration, letters, or summarized oral
15 testimony in the official minutes of the Arkansas Legislative Council or
16 Joint Budget Committee which relate to its passage and adoption.

17
18 SECTION 16. EMERGENCY CLAUSE. It is found and determined by the General
19 Assembly, that the Constitution of the State of Arkansas prohibits the
20 appropriation of funds for more than a two (2) year period; that the
21 effectiveness of this Act on July 1, 2003 is essential to the operation of
22 the agency for which the appropriations in this Act are provided, and that in
23 the event of an extension of the Regular Session, the delay in the effective
24 date of this Act beyond July 1, 2003 could work irreparable harm upon the
25 proper administration and provision of essential governmental programs.
26 Therefore, an emergency is hereby declared to exist and this Act being
27 necessary for the immediate preservation of the public peace, health and
28 safety shall be in full force and effect from and after July 1, 2003.

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31 APPROVED: 5-8-2003
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