

REPORT OF THE
UNIFORM PERSONNEL CLASSIFICATION AND COMPENSATION PLAN SUBCOMMITTEE OF THE
ARKANSAS LEGISLATIVE COUNCIL

June 15, 2012

Co-Chairs:

The Uniform Personnel Classification and Compensation Plan Subcommittee met on June 8, 2012 at 10:00 a.m. in Room A of the MAC Building. The Subcommittee reviewed and approved the following personnel-related items and respectfully request that they be filed with the Arkansas Legislative Council with the exception of item 4b which was not reviewed. Items 5 through 12 were not reviewed due to lack of a quorum.

1. Reports of Grid Movements and Usage
 - a. Department of Education
 - b. Bank Department
 - c. Department of Correction
 - d. Disability Determination for Social Security Administration
 - e. Department of Finance and Administration
 - f. Department of Health
 - g. Public Service Commission – Utilities Division
 - h. Department of Veterans Affairs
2. Approval of employment for a spouse of an elected official per Arkansas Code 21-1-402 (b)
 - a. Agency: Arkansas Agriculture Department
Employee: Cynthia Edwards
Position: 22142797, U057U, Deputy Director of Agriculture, Grade U057U
Proposed Salary: \$95,000
 - b. Agency: University of Arkansas Medical Sciences (UAMS)
Employee: Phyllis Wilkins
Position: 50046640, Licensed Mental Health Professional
Proposed Salary: \$60,199
3. Request to obtain pool positions from the OPM pool established in Arkansas Code 21-5-225 (a) (1) and (b) (1), these positions will established in FY12 and continuing through FY13.
 - a. Agency: Arkansas Department of Heritage
Position Surrendered: 22134012 and 22092775, P056C Museum Program Assistant II, Grade C110
(2 positions)
Salary Range: \$22,919 to \$37,954
Classification Requested and Recommended: P015C, DAH Manager of Historic Properties, Grade C119
(2 positions)
Salary Range: \$35,554 to \$60,390
 - b. Agency: Arkansas Game and Fish Commission
Position Surrendered: 22095981, C046C Legal Support Specialist, Grade C113 (1 position)
Salary Range: \$26,531 to \$45,064
Classification Requested and Recommended: G073C, Attorney, Grade C124 (1 position)
Salary Range: \$45,377 to \$72,257
 - c. Agency: Arkansas Department of Education
Classification Requested and Recommended: N069N, Arkansas Department of Education Special Advisor, Grade N908 (1 position)
Salary Range: \$85,536 to \$106,919

4. Requests from the Department of Higher Education for establishment of full time positions from the Higher Education Central Pool authorized by Act 1065 of 2011 for the remainder of Fiscal 2012 and Act 247 of 2012 for Fiscal Year 2013 for the following institutions:

a. College of the Ouachitas (COTO)

Requested

Title: Executive Admin. Asst. to President & Board
Grade – FY13: C118
Salary Range: \$33,861 to \$57,514
Number of Positions: 1

Recommendation

Title: Executive Asst. to the Director
Grade – FY13: C118
Salary Range: \$33,861 to \$57,514
Number of Positions: 1

b. Arkansas Tech University (ATU)

Requested

Title: Director of Student Health Services
LIM – FY12: \$95,515
Number of Positions: 1

Recommendation

Title: Director of Health Services
LIM – FY12: \$89,739
Number of Positions: 1

Title: Faculty
LIM – FY12: \$70,405-\$122,948
Number of Positions: 6

Title: Asst. Professor
LIM – FY12: \$90,240
Number of Positions: 6

Title: Special Projects Coordinator
LIM – FY12: \$79,330
Number of Positions: 1

Title: Special Projects Coordinator
LIM – FY12: \$77,020
Number of Positions: 1

Title: Student Development Specialist
LIM – FY12: \$72,456
Number of Positions: 2

Title: Student Development Specialist
LIM – FY12: \$70,345
Number of Positions: 2

Title: Public Information Coordinator
Grade – FY12: C120
Salary Range: \$37,332 to \$62,616
Number of Positions: 1

Title: Public Information Coordinator
Grade – FY12: C120
Salary Range: \$37,332 to \$62,616
Number of Positions: 1

Title: Campus Maintenance Supervisor
Grade – FY12: C119
Salary Range: \$35,554 to \$60,390
Number of Positions: 1
Title: Financial Analyst II
Grade – FY12: C121
Salary Range: \$39,199 to \$64,915
Number of Positions: 1

Title: Campus Maintenance Supervisor
Grade – FY12: C119
Salary Range: \$35,554 to \$60,390
Number of Positions: 1
Title: Financial Analyst II
Grade – FY12: C121
Salary Range: \$39,199 to \$64,915
Number of Positions: 1

Title: Systems Specialist
Grade – FY12: C124
Salary Range: \$45,377 to \$72,257
Number of Positions: 1

Title: Systems Specialist
Grade – FY12: C124
Salary Range: \$45,377 to \$72,257
Number of Positions: 1

Title: Fiscal Support Analyst
Grade – FY12: C115
Salary Range: \$29,251 to \$49,683
Number of Positions: 1

Title: Fiscal Support Analyst
Grade – FY12: C115
Salary Range: \$29,251 to \$49,683
Number of Positions: 1

Title: Research Project Analyst
Grade – FY12: C117
Salary Range: \$32,249 to \$54,775
Number of Positions: 1

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Grade – FY12: C117
Salary Range: \$32,249 to \$54,775
Number of Positions: 1

Title: Maintenance Coordinator
Grade – FY12: C117
Salary Range: \$32,249 to \$54,775
Number of Positions: 1

Title: Maintenance Coordinator
Grade – FY12: C117
Salary Range: \$32,249 to \$54,775
Number of Positions: 1

The following items were not reviewed by the Personnel Subcommittee due to lack of a quorum

5. Request from the Department of Workforce Services to obtain three (3) pool positions available through Special Language in Section 21 of Act 937 of 2011 for the remaining of Fiscal Year 2012 and Act 282 of 2012 continuing through Fiscal Year 2013.

Classification Requested

Title:D052C, Software Support Analyst, Grade C121 (1 position)
Salary Range:\$39,199 to \$64,915
G110C DWS Program Manager, Grade C121 (1 position)
Salary Range:\$39,199 to \$64,915
B076C Research Project Analyst, Grade C117 (1 position)
Salary Range: \$32,249 to \$54,775

6. Request from the Department of Finance and Administration for continuation through Fiscal Year 2013 of the positions established over the past biennium through the Growth Pool and the OPM Pool as established by Arkansas Code 21-5-225 and positions established through the Special Language at the Department of Education. This includes seven (7) positions for institutions of Higher Education that were not in the original packet.
7. Continuation of Salary Administration Grids, Compensation Differentials and Labor Market Special Entry Rates for Fiscal Year 2013:
- a. Arkansas Department of Health and Department of Human Services – Compensation Differential – Medical Doctors
 - b. Arkansas Department of Health – Salary Grid – Health Physicists
 - c. Arkansas Department of Health – Salary Administration Grid – Epidemiologists
 - d. Arkansas Department of Health – Second Language Pay Differential
 - e. State Military Department – Hazardous Duty Pay and Certification Differentials
 - f. Department of Human Services – Compensation Differentials – Hazardous Duty, Geographic Pay, Second Language, Certification Differentials
 - g. Arkansas Department of Agriculture, Livestock and Poultry Commission – On-Call Compensation Differential
 - h. Department of Finance and Administration – Office of Accounting and Revenue Division - Salary Grid and Certification Differential
 - i. Department of Finance and Administration – Office of Administrative Services –Second Language Pay Differential
 - j. Department of Finance and Administration – Statewide Nursing Grid
 - k. Arkansas Public Service Commission – Salary Administration Grid
 - l. Arkansas School for the Blind and Arkansas School for the Deaf – Special Entry Rates of Pay
 - m. University of Arkansas for Medical Sciences – Salary Administration Grid
 - n. Northwest Technical Institute – Salary Administration Grid – Continuing Education Program
 - o. Arkansas Department of Career Education – Salary Administration Grid

- p. Arkansas State Bank Department – Certification Compensation Differential
- q. Arkansas State Bank Department – Salary Structure and Administrative Plan
- r. Arkansas School for the Deaf – Second Language Pay Differential
- s. Arkansas State Police – Salary Administration Grid and Second Language Differentials
- t. Arkansas Game and Fish Commission – Salary and Certification Differentials
- u. Department of Community Correction – Certification Differentials
- v. Arkansas Department of Education – Salary Administration Grid
- w. Arkansas Department of Agriculture – Forestry Commission – Certification Compensation and Hazardous Duty Differentials
- x. Disability Determination for Social Security Administration – Labor Market Special Entry Rates
- y. Department of Correction – Salary Administration Grid, Labor Market Special Entry Rates, Compensation Differentials
- z. State Military Department – Certification Differential
- aa. Department of Arkansas Heritage – Education Compensation Differential
- bb. Department of Human Services, Division of Behavioral Health Services/Arkansas State Hospital – On Call Compensation Differential

8. Request for Miscellaneous Federal Grant Program Appropriation Positions for Fiscal Year 2013:

- a. Agency: Department of Workforce Services

<u>Class Code/Title</u>	<u>Grade</u>
G109C Grants Manager	C121 (1 position)
Salary Range: \$39,199 to \$64,915	

- b. Agency: Department of Human Services – Division of County Operations

<u>Class Code/Title</u>	<u>Position Number</u>	<u>Grade</u>
G180C Grants Analyst		C117 (3 positions)
G180C Grants Analyst	22154996	C117 (1 position continued)
Salary Range: \$32,249 to \$54,775		
C073C Administrative Specialist II		C109 (1 position)
Salary Range: \$21,827 to \$35,684		

9. Requests for Continuation of Miscellaneous Federal Grant Program Appropriation Positions for Fiscal Year 2013:

- a. Agency: Child Abuse and Neglect Prevention Board

<u>Class Code/Title</u>	<u>Position Number</u>	<u>Grade</u>
9999 Extra Help	22154277	(1 position)

- b. Agency: Arkansas Natural Resources Commission

<u>Class Code/Title</u>	<u>Position Number</u>	<u>Grade</u>
B059C ARNC Program Coordinator	22156073	C119 (1 position)
Salary Range: \$35,554 to \$60,390		

- c. Agency: Administrative Office of the Courts

<u>Class Code/Title</u>	<u>Position Number</u>	<u>Grade</u>
AOC Senior Staff Attorney	22154664	C128 (1 position)
Salary Range: \$55,156 to \$83,145		

- d. Agency: Administrative Office of the Courts

<u>Class Code/Title</u>	<u>Position Number</u>	<u>Grade</u>
Q189C AOC Project Analyst	22156326	C120 (1 position)
Salary Range: \$37,332 to \$62,616		

- e. Agency: Arkansas Fair Housing Commission
- | <u>Class Code/Title</u> | <u>Position Number</u> | <u>Grade</u> |
|---------------------------------------|------------------------|-------------------|
| G076C Administrative Services Manager | 22156821 | C124 (1 position) |
| Salary Range: \$45,377 to \$72,257 | | |
- f. Agency: Arkansas Geological Survey
- | <u>Class Code/Title</u> | <u>Position Number</u> | <u>Grade</u> |
|------------------------------------|------------------------|-------------------|
| B051C Geologist | 22154027 | C120 (1 position) |
| Salary Range: \$37,332 to \$62,616 | | |
| D078C GIS Technician | 22154295 | C115 (1 position) |
| Salary Range: \$29,251 to \$49,683 | | |
- g. Agency: Arkansas Insurance Department
- | <u>Class Code/Title</u> | <u>Position Number</u> | <u>Grade</u> |
|------------------------------------|------------------------|-------------------|
| G180C Grants Analyst | 22154026 | C117 (1 position) |
| Salary Range: \$32,249 to \$54,775 | | |
- h. Agency: Arkansas Insurance Department
- | <u>Class Code/Title</u> | <u>Position Number</u> | <u>Grade</u> |
|-------------------------------------|------------------------|--------------------|
| G147 Grants Coordinator | 22156725 | C119 (3 positions) |
| Salary Range: \$35,554 to \$60,390 | | |
| | 22156726 | |
| | 22156727 | |
| C037C Administrative Analyst | 22156728 | C115 (1 position) |
| Salary Range: \$29,251 to \$49,683 | | |
| C056C Administrative Specialist III | 22156729 | C112 (1 position) |
| Salary Range: \$25,268 to \$42,918 | | |
- i. Agency: Department of Career Education
- | <u>Class Code/Title</u> | <u>Position Number</u> | <u>Grade</u> |
|------------------------------|------------------------|-------------------|
| C037C Administrative Analyst | 22156022 | C115 (1 position) |
| LIM: \$49,683 | | |
- j. Agency: Arkansas Department of Health
- | <u>Class Code/Title</u> | <u>Position Number</u> | <u>Grade</u> |
|------------------------------------|------------------------|-------------------|
| L028C Epidemiologist | 22156723 | C122 (1 position) |
| Salary Range: \$41,159 to \$67,287 | | |
- k. Agency: Arkansas Department of Health
- | <u>Class Code/Title</u> | <u>Position Number</u> | <u>Grade</u> |
|------------------------------------|------------------------|--------------------|
| L028C Epidemiologist | 22156721 | C122 (2 positions) |
| Salary Range: \$41,159 to \$67,287 | | |
| | 22156722 | |
- l. Agency: Arkansas Department of Health
- | <u>Class Code/Title</u> | <u>Position Number</u> | <u>Grade</u> |
|------------------------------------|------------------------|-------------------|
| L028C Epidemiologist | 22156724 | C122 (1 position) |
| Salary Range: \$41,159 to \$67,287 | | |
- m. Agency: Arkansas Department of Health
- | <u>Class Code/Title</u> | <u>Position Number</u> | <u>Grade</u> |
|------------------------------------|------------------------|-------------------|
| C073C Administrative Specialist II | 22156295 | C109 (1 position) |
| Salary Range: \$21,827 to \$35,684 | | |

n. Agency: Arkansas State Crime Laboratory

<u>Class Code/Title</u>	<u>Position Number</u>	<u>Grade</u>
B094C Forensic Technician	22156447	C115 (1 position)
Salary Range: \$29,251 to \$49,683		
B053C Forensic Scientist	22156448	C120 (3 positions)
Salary Range: \$37,332 to \$62,616	22156449	
	22156450	

o. Agency: Arkansas Tobacco Control Board

<u>Class Code/Title</u>	<u>Position Number</u>	<u>Grade</u>
X131C ATC Enforcement Agent	22156070	C116 (3 positions)
Salary Range: \$30,713 to \$52,167	22156071	
	22156072	

10. Request from the Arkansas Economic Development Commission (AEDC) for a labor market rate:

<u>Classification</u>	<u>Rate</u>	<u>Grade</u>
N062N, AEDC Business Development Division Director	\$106,919	N908

11. **Item Held from the May Meeting:**

Request from the Arkansas State University – Jonesboro (ASUJ) to obtain a pool position from the OPM Pool established in Arkansas Code 21-5-225 (a) (1).

Position Requested and Recommended: L069C, LPN, Grade C113 (1 position)
Salary Range: \$26,531 to \$45,064
Position Surrendered: S084C, Institutional Services Supervisor, Grade C104 (1 position)
Salary Range: \$17,102 to \$26,144

12. Report from Chief Fiscal Officer of approved Special Entry Rate and Labor Market Movement.

Respectfully Submitted,

Senator Michael Lamoureux, Co-Chair

Representative Bryan King, Co-Chair