



**STATE OF ARKANSAS**  
**Department of Finance**  
**and Administration**

**OFFICE OF INFORMATION SERVICES**

1515 West Seventh Street, Suite 601  
Post Office Box 2485  
Little Rock, Arkansas 72203-2485  
Phone: (501) 324-9058  
Fax: (501) 324-9073  
<http://www.state.ar.us/dfa>

August 31, 2010

Senator Henry "Hank" Wilkins, IV, Chair  
Representative Allen Maxwell, Chair  
Arkansas Legislative Council  
State Capitol, Room 315  
Little Rock, AR 72201

Dear Senator Wilkins and Representative Maxwell:

The following report is submitted in accordance with Arkansas Code 25-1-110, "Cost-effectiveness of state-owned vehicles".

For reporting purposes, state agencies have been categorized based on reporting criteria outlined in

ACA 25-1-110. Those categories are:

Attachment A - Agencies specifically exempt, by law, from all provisions of ACA 25-1-110;

Attachment B - Personal Mileage Reimbursement Figures submitted by State Agencies;

Attachment C - Agencies exempt from justifying continued ownership of any underutilized vehicles in their fleets - based on a fleet-wide average utilization of at least 12,000 miles per year per vehicle;

Attachment D - Agencies exempt from justifying continued ownership of any underutilized vehicles based on the fact that all their vehicles fall into "special purpose" classifications;

Attachment E - Agencies with Some Special Purpose Vehicles;

Attachment F - Agencies that are required to justify continued ownership of all underutilized vehicles in their fleet, because the overall fleet average is less than 1,000 miles per month per vehicle;

Attachment G - Agencies failing to submit written reports concerning ACA 25-1-110.



Senator Henry "Hank" Wilkins, IV  
Representative Allen Maxwell  
August 28, 2009  
Page 2

"Special purpose" classifications include law enforcement, emergency, and vehicles configured for specialized maintenance functions.

Attachments "A" through "G" list state agencies that fall into the corresponding "A" through "G" reporting categories. The attachments contain agency names, the number of vehicles owned by each agency, if the agency maintains a state vehicle fleet, and the average number of miles logged by agency vehicles per year, where applicable.

Mandated comparisons between state vehicle ownership and private car mileage reimbursement break-even points, as defined by ACA 25-1-110, paragraph (b) (1), are only required for agency categories "E" and "F".

The web-based, State Agency Vehicle Administration (SAVA) information system allows executive branch state agencies to submit state vehicle utilization data directly through the internet. Five years of utilization data are now available. DFA is now able to compare the previous years of accumulated mileage for each vehicle owned by agencies that are required to submit individual vehicle mileage data with the immediate past reporting year. Only executive branch agencies are required to report individual vehicle data – others are required to only provide consolidated agency utilization data.

We work closely with agencies to insure that their vehicle fleets are managed efficiently by suggesting that they rotate the use of vehicles within their fleets to equalize and maximize accumulated mileage where possible, and that emphasis be placed on disposal or replacement of vehicles that are unreliable and therefore seldom used. In addition, we assist agencies by monitoring vehicle replacements to insure, as best we can, that new vehicle types selected to replace old vehicles are the most efficient and best suited for the intended use. We also continue to assist agencies in monitoring utilization of all vehicles to determine where they can eliminate or better utilize those vehicles that are underutilized; but which remain necessary for their operations.

Sincerely,



Stan C. King  
Chief Information Officer

SCK:dw

Attachments



**ATTACHMENT (A)****AR Code 25-1-110 - Agencies Exempt by Law**

Reporting Period April 2009 through March 2010

State Agency Name

Average # of  
Vehicles Owned

Arkansas Lottery Commission	3
Arkansas Northeastern College	23
Arkansas State University - Beebe	31
Arkansas State University - Jonesboro	105
Arkansas State University - Mountain Home	6
Arkansas State University - Newport	26
Arkansas Tech University	49
Black River Technical College	14
Cossatot Community College of the University of Arkansas	10
Crowley's Ridge Technical Institute	17
East Arkansas Community College	10
Henderson State University	37
Mid-South Community College	12
National Park Community College	15
North Arkansas College	28
Northwest Arkansas Community College	13
Northwest Technical Institute	16
Ouachita Technical College	4
Ozarka College	11
Phillips Community College of the University of Arkansas	30
Pulaski Technical College	18
Rich Mountain Community College	7
Riverside Vo-Tech School	3
South Arkansas Community College	15
Southeast Arkansas College	4
Southern Arkansas University	40
Southern Arkansas University - Technical Branch	39
University of Arkansas at Fayetteville	534
University of Arkansas at Fort Smith	28
University of Arkansas at Little Rock	56
University of Arkansas at Monticello	54
University of Arkansas at Pine Bluff	50
University of Arkansas Community College at Batesville	11
University of Arkansas Community College at Hope	13
University of Arkansas Community College at Morrilton	14
University of Arkansas for Medical Sciences	90
University of Central Arkansas	59



**ATTACHMENT (B)**

Page1

**AR Code 25-1-110 - Agencies - Personal Mileage Reimbursements**

Reporting Period April 2009 through March 2010

State Agency Name	Mileage Accrued	Reimbursement Amt.
Administrative Office of the Courts	20,847	\$8,756.00
Arkansas Agriculture Department	149,603	\$62,658.94
Arkansas Appraiser Licensing and Certification Board	7,764	\$10,440.72
Arkansas Beef Council	12,424	\$5,347.38
Arkansas Board of Hearing Instrument Dispensers	210	\$176.56
Arkansas Building Authority	4,930	\$2,070.81
Arkansas Burial Association Board	8,418	\$3,535.56
Arkansas Cemetery Board	1,580	\$663.60
Arkansas Corn and Grain Sorghum Promotion Board	8,621	\$3,626.82
Arkansas Crime Information Center	4,920	\$2,066.40
Arkansas Department of Aeronautics	10,110	\$4,439.28
Arkansas Department of Emergency Management	16,973	\$7,128.68
Arkansas Department of Environmental Quality	29,132	\$12,235.93
Arkansas Department of Finance & Administration	998,020	\$419,168.72
Arkansas Development Finance Authority	11,872	\$4,986.32
Arkansas Economic Development Commission	116,704	\$49,015.68
Arkansas Ethics Commission	7,752	\$3,255.95
Arkansas Fair Housing Commission	11,735	\$4,929.08
Arkansas Fire Protection Licensing Board	16,034	\$6,734.20
Arkansas Game and Fish Commission	14,614	\$6,164.26
Arkansas Geological Survey	978	\$390.76
Arkansas Home Inspector Registration Board	0	\$0.00
Arkansas Manufactured Home Commission	4,020	\$1,688.44
Arkansas Minority Health Commission	7,402	\$3,471.34
Arkansas Motor Vehicle Commission	10,940	\$4,594.80
Arkansas Public Employee Retirement System	4,971	\$2,092.30
Arkansas Public Service Commission	2,073	\$870.78
Arkansas Real Estate Commission	3,818	\$1,603.56
Arkansas Senate	136	\$57.20
Arkansas Sentencing Commission	2,980	\$1,251.60
Arkansas Soybean Board	13,322	\$5,622.54
Arkansas Spinal Cord Commission	109,050	\$45,988.08
Arkansas State Board of Athletic Training	876	\$367.92
Arkansas State Board of Massage Therapy	16,810	\$3,530.10
Arkansas State Board of Nursing	23,018	\$9,667.56
Arkansas State Board of Physical Therapy	2,647	\$1,112.05
Arkansas State Police	31,541	\$13,248.32
Arkansas Supreme Court - Office of Chief Justice	8,703	\$3,655.22
Arkansas Teacher Retirement System	50,241	\$21,101.02
Arkansas Tobacco Control Board	6,602	\$2,773.02
Arkansas Waterways Commission	9,211	\$3,870.27
Arkansas Workforce Investment Board	Included in with Dept. of Workforce Services	
Assessment Coordination Department	289,075	\$121,411.50
Auditor of State	330	\$138.60



**ATTACHMENT (B)**

Page2

**AR Code 25-1-110 - Agencies - Personal Mileage Reimbursements**

Reporting Period April 2009 through March 2010

State Agency Name	Mileage Accrued	Reimbursement Amt.
Board of Acupuncture and Related Techniques	1,632	\$734.40
Board of Examiners in Speech Pathology and Audiology	7,849	\$3,297.22
Board of Examiners of Alcoholism and Drug Abuse Counselors	17,754	\$7,485.08
Board of Registration for Professional Engineers & Land Surveyors	18,276	\$7,709.58
Bureau of Legislative Research	19,927	\$10,829.62
Commission on Law Enforcement Standards & Training	418	\$175.40
Contractor's Licensing Board	125,895	\$52,875.90
DAH - Arkansas Arts Council	35,590	\$15,011.80
DAH - Central Administration	10,527	\$4,421.52
DAH - Delta Cultural Center	7,712	\$3,225.16
DAH - Historic Arkansas Museum Commission	0	\$0.00
DAH - Historic Preservation	31,034	\$13,034.28
DAH - Mosaic Templars Cultural Center	0	\$0.00
DAH - Natural & Cultural Resources Council	0	\$0.00
DAH - Natural Heritage Commission	25,653	\$9,773.76
DAH - Old State House Commission	1,996	\$838.32
Department of Community Correction	23,143	\$9,730.22
Department of Correction	352,887	\$148,212.81
Department of Education	1,610,683	\$676,486.16
Department of Health	9,038,856	\$3,796,319.33
Department of Higher Education	39,956	\$16,782.00
Department of Human Services	14,014,032	\$5,885,894.56
Department of Information Systems	240,231	\$100,896.87
Department of Labor	710,249	\$298,304.58
Department of Parks and Tourism	55,423	\$23,278.01
Department of Parks and Tourism - History Commission	0	\$0.00
Department of Rural Services	16,110	\$6,765.00
Department of Veteran Affairs	0	\$0.00
Department of Workforce Education	164,272	\$69,024.69
Department of Workforce Services	1,065,518	\$447,654.73
Dept. of Workforce Education - Arkansas Rehabilitation Services	464,041	\$195,161.19
Dietetics Licensing Board	1,200	\$504.00
Disability Determination	8,290	\$3,481.80
Education - Arkansas State Library	8,942	\$3,755.64
Education - Education Television Commission	105,255	\$44,245.34
Education - School for the Blind	Included in with the School for the Deaf	
Education - School for the Deaf	101,725	\$42,725.00
Governor's Mansion Commission	0	\$0.00
Health Services Permit Agency	4,184	\$1,757.28
House of Representatives	0	\$0.00
Judicial Discipline and Disability Commission	6,324	\$2,656.08
Land Department	90	\$38.70
Legislative Audit	1,399,843	\$629,929.35
Liquefied Petroleum Gas Board	0	\$0.00



**ATTACHMENT (B)**

Page3

**AR Code 25-1-110 - Agencies - Personal Mileage Reimbursements**

Reporting Period April 2009 through March 2010

State Agency Name	Mileage Accrued	Reimbursement Amt.
Martin Luther King, Jr. Commission	0	\$0.00
Office of Attorney General	9,660	\$4,104.64
Office of Lieutenant Governor	16,906	\$7,153.59
Office of Prosecutor Coordinator	4,415	\$1,862.53
Office of the Governor	35,763	\$1,421.91
Oil & Gas Commission	0	\$0.00
Parole Board	1,266	\$531.88
Professional Bail Bondsman Licensing Board	0	\$0.00
Rice Research & Promotion Board	5,700	\$2,394.00
Science & Technology Authority	19,357	\$8,130.26
Secretary of State	84,035	\$35,295.00
Social Work Licensing Board	7,289	\$5,509.24
Soil & Water Conservation Commission	37,148	\$15,602.40
State Athletic Commission	16,780	\$7,047.60
State Bank Department	16,181	\$6,796.51
State Board of Accountancy	18,972	\$10,440.72
State Board of Barber Examiners	12,524	\$5,298.33
State Board of Collection Agencies	702	\$294.84
State Board of Cosmetology	Included in with the Department of Health	
State Board of Dental Examiners	10	\$4.20
State Board of Dispensing Opticians	5,553	\$2,332.26
State Board of Election Commissioners	5,504	\$2,327.58
State Board of Embalmers & Funeral Directors	20,581	\$8,644.02
State Board of Examiners in Counseling	27,865	\$11,631.28
State Board of Pharmacy	23,564	\$9,896.73
State Board of Private Career Education	8,448	\$3,547.16
State Board of Registration for Foresters	1,956	\$826.18
State Board of Registration for Professional Geologists	2,620	\$1,158.60
State Board of Sanitarians	2,892	\$1,217.34
State Child Abuse & Neglect Prevention Board	702	\$1,309.32
State Crime Laboratory	1,953	\$827.48
State Highway and Transportation Department	63,744	\$27,175.47
State Insurance Department	26,086	\$10,956.14
State Medical Board	1,847	\$783.97
State Military Department	52,415	\$21,995.00
State Securities Department	568	\$239.56
Student Loan Authority	3,749	\$1,574.58
Treasurer of State	1,623	\$681.66
Veterinary Medical Examining Board	5,332	\$2,239.44
War Memorial Stadium Commission	5,132	\$2,155.14
Wheat Promotion Board	3,545	\$1,489.08
Worker's Compensation Commission	167,030	\$70,152.62



**ATTACHMENT (C)****AR Code 25-1-110 - Agencies with Average Miles 1,000 or More**

Reporting Period April 2009 through March 2010

State Agency Name	Average # of Vehicles Owned	Average Miles Per Month Per Vehicle
Administrative Office of the Courts	7	1,414
Arkansas Burial Association Board	1	1,688
Arkansas Crime Information Center	13	1,218
Arkansas Department of Aeronautics	1	1,045
Arkansas Department of Emergency Management	28	1,548
Arkansas Department of Finance & Administration	225	1,035
Arkansas Development Finance Authority	5	1,202
Arkansas Game and Fish Commission	597	1,667
Arkansas Lottery Commission	2	2,140
Arkansas Motor Vehicle Commission	4	1,688
Arkansas State Police	871	1,491
Arkansas Supreme Court - Office of Chief Justice	3	1,075
Arkansas Tobacco Control Board	17	1,784
Department of Correction	432	1,186
Department of Health	141	1,326
Department of Higher Education	3	1,308
Department of Labor	2	1,445
Department of Workforce Education	6	1,574
Education - Education Television Commission	14	1,035
House of Representatives	1	2,637
Legislative Audit	22	1,250
Liquefied Petroleum Gas Board	6	1,820
Office of the Governor	1	2,980
Oil & Gas Commission	17	1,594
Parole Board	10	1,069
Professional Bail Bondsman Licensing Board	2	1,899
Soil & Water Conservation Commission	19	1,435
State Bank Department	21	1,071
State Crime Laboratory	17	1,267
State Highway and Transportation Department	2,439	1,252
State Insurance Department	19	1,349
State Securities Department	3	1,119
Student Loan Authority	2	1,130
Treasurer of State	3	1,313



**ATTACHMENT (D)****AR Code 25-1-110 - Agencies with All Vehicles in Special Purpose Category**

Reporting Period April 2009 through March 2010

State Agency Name	Average # of Vehicles Owned	Average Miles Per Month Per Vehicle
-------------------	--------------------------------	----------------------------------------

Commission on Law Enforcement Standards & Training	12	687
----------------------------------------------------	----	-----



**ATTACHMENT (E)****AR Code 25-1-110 - Agencies with Some Special Purpose Vehicles**

Reporting Period April 2009 through March 2010

State Agency Name	Average # of Vehicles Owned	Average Miles Per Month Per Vehicle
-------------------	--------------------------------	----------------------------------------

Arkansas Spinal Cord Commission	1	652
Arkansas Building Authority	22	709
Department of Veteran Affairs	10	616
Arkansas Agriculture Department	429	937
Arkansas Geological Survey	12	502
Department of Correction	432	1,186
Education - School for the Deaf	28	368
Department of Parks and Tourism	250	992
State Military Department	44	362



**ATTACHMENT (F)****AR Code 25-1-110 - Agencies with Less than 1,000 Mile Average**

Reporting Period April 2009 through March 2010

State Agency Name	Average # of Vehicles Owned	Average Miles Per Month Per Vehicle
Arkansas Agriculture Department*	429	937
Arkansas Building Authority*	22	709
Arkansas Department of Environmental Quality**	124	965
Arkansas Economic Development Commission**	37	985
Arkansas Fair Housing Commission**	1	714
Arkansas Geological Survey*	12	502
Arkansas Manufactured Home Commission**	2	483
Arkansas Minority Health Commission**	2	684
Arkansas Public Employee Retirement System	3	266
Arkansas Public Service Commission**	11	919
Arkansas Real Estate Commission	3	667
Arkansas Senate**	1	151
Arkansas Spinal Cord Commission*	1	652
Arkansas State Board of Nursing**	1	447
Arkansas Teacher Retirement System	5	814
Bureau of Legislative Research	3	734
Commission on Law Enforcement Standards & Training*	12	687
Department of Arkansas Heritage**	1	968
Department of Community Correction**	395	927
Department of Education**	5	644
Department of Human Services	447	882
Department of Information Systems**	7	694
Department of Parks and Tourism - History Commission**	2	793
Department of Parks and Tourism*	250	992
Department of Rural Services**	1	220
Department of Veteran Affairs*	10	616
Department of Workforce Services**	45	689
Dept. of Workforce Education - AR Rehabilitation Services**	66	643
Disability Determination (Leased Vehicles)	5	939
Education - Arkansas State Library**	3	551
<b>Education - School for the Blind</b>	<b>Included in with the School for the Deaf</b>	
Education - School for the Deaf*	28	368
Governor's Mansion Commission**	1	308
Health Services Permit Agency**	1	337
Martin Luther King, Jr. Commission**	1	687
Office of Attorney General**	24	787
State Military Department*	44	362
Worker's Compensation Commission	3	492

\*\*Written justification for retention of underutilized vehicles not submitted.

\*These agencies have Special Purpose Vehicles.



**ATTACHMENT (G)****AR Code 25-1-110 - Agencies Failing to Submit Written Reports**

Reporting Period April 2009 through March 2010

State Agency Name	Average # of Vehicles
0200 Arkansas Abstracters' Board	0
0275 Arkansas Board of Health Education	0
0286 Arkansas Board of Podiatric Medicine	0
0317 Arkansas Catfish Promotion Board	0
0332 Arkansas Code Revision Commission	0
0321 Arkansas Legislative Commission on Nursing	0
0289 Arkansas Psychology Board	0
0324 Arkansas Public Defender Commission	0
0242 Arkansas State Board of Landscape Architects	0
0333 Arkansas Teacher Housing Development Foundation	0
0334 Arkansas Tobacco Settlement Commission	0
0258 Arkansas Towing and Recovery Board	0
0210 Auctioneer's Licensing Board	0
0072 Board of Finance	0
0315 Capitol Zoning District Commission	0
0360 Claims Commission	0
0018 Court of Appeal	0
0365 Disabled Veteran's Service Office	0
0206 State Board of Architects	0
0265 State Board of Chiropractic Examiners	0
0280 State Board of Optometry	0
0230 State Board of Registered Interior Designers	0
0257 State Board of Registration for Professional Soil Classifiers	0



AR Code 25-1-110-Agencies Partial Report

Reporting Period April 2009 through March 2010

State Agency Name

Average # of  
Vehicles

0061	Land Department *	9
0051	Office of Lieutenant Governor*	1

\* Agency did report Personnel Mileage Reimbursement and ending mileage on each vehicle in their fleet. Agency did not keep records for mileage accumulated on each vehicle for the report period April 2009 - March 2010.