



Department of Transformation and Shared Services
 Governor Asa Hutchinson
 Secretary Amy Fecher
 Director Kay Barnhill

June 15, 2021

The Honorable David Wallace, Co-Chairperson
 The Honorable David Hillman, Co-Chairperson
 Uniform Personnel Classification and
 Compensation Plan Subcommittee
 Joint Budget Committee
 State Capitol Building, Room 315
 Little Rock, Arkansas 72201

Dear Senator Wallace and Representative Hillman:

The Office of Personnel Management (OPM) submits a request from the Department of Public Safety (DPS).

DPS is requesting to transfer of two (2) positions from 0950 CLEST and one (1) position from 0960 State Police to 9913 Shared Services. The classifications requested are listed below:

<u>Authorized Title</u>	<u>Position</u>	<u>Authorized Job</u>	<u>Grade</u>
CLEST Senior Agent	22090831	T029C	GS09
Director of CLEST	22169396	N209N	GS15
Construction/Maintenance Coordinator	22162931	S024C	GS06

These positions will be cross graded and used correctly in Shared Services. The Office of Personnel Management has reviewed this request and **recommends** the approval of the transfer of two (2) positions from 0950 CLEST and one (1) position from 0960 State Police to 9913 Shared Services.

Sincerely,

Kay Barnhill, Director
 Office of Personnel Management

SECRETARY OF TRANSFORMATION & SHARED SERVICES

05/20/2021

DATE

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State of Arkansas
Governor Asa Hutchinson

DEPARTMENT OF PUBLIC SAFETY

JAMI COOK
SECRETARY

1 State Police Plaza Drive
Little Rock, Arkansas 72209
Office: (501) 682-2260 Fax: (501) 682-1582

3 June 2021

Kay Barnhill
State Personnel Administrator
501 Woodlane Avenue, Suite 205
Little Rock, AR 72201

RE: Request to transfer positions to Shared Services

Ms. Barnhill:

The Department of Public Safety (DPS) is requesting to transfer two (2) positions from CLEST and one (1) position from ASP to 9913 Shared Services. Below are the positions and a description of how they are being used.

Business Area	Position Number	Authorized Job	Authorized Grade	Authorized Title
950	22090831	T029C	GS09	CLEST SENIOR AGENT
950	22169396	N209N	GS15	DIRECTOR CLEST
960	22162931	S024C	GS06	CONSTRUCTION/MAINTENANCE COORD

Position 22090831 has been cross graded to an E022C, Education and Instruction Manager, grade GS09. This position is being used to conduct research, write competitive grants, and provide education and training to DPS employees on PEER support.

Position 22169396 will be cross graded to a new classification to be established as the DPS General Counsel. This position will be responsible for providing oversight of the legal section of Shared Services, as well as providing legal advice to all divisions of DPS.

Position 22162931 has been cross graded to a G179C, Legal Services Specialist, grade GS06. This position is responsible for providing legal support to the legal section of Shared Services.

I appreciate your consideration on this matter and if you have any questions, please feel free to call Phillip Warriner at 501/618-8193.

Sincerely,

Jami Cook
Secretary, Arkansas Department of Public Safety

Department of Public Safety

Attachment 2: Position Transfer Listing

Shared Services Transfer							
Position Transfers	Division From:	Position Number	Code	Title	Division To:	Cost Center	Fund
1	Law Enforcement Standards/Training	22169396	N209N	Director CLEST	Public Safety	M913100010	PAY9913
2	Law Enforcement Standards/Training	22090831	T029C	CLEST Senior Agent	Public Safety	M913100050	PAY8913
3	State Police	22162931	S024C	Construction/Maintenance Coordinator	Public Safety	M913100010	SMF0100
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