



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

**EXHIBIT E**  
 OFFICE OF PERSONNEL MANAGEMENT  
**Classification & Compensation**  
 1509 West Seventh Street, Suite 205  
 Post Office Box 3278  
 Little Rock, Arkansas 72203-3278  
 Phone: (501) 682-1753  
<http://www.arkansas.gov/dfa>

June 12, 2018

Senator John Cooper, Co-Chairperson  
 Representative Les Eaves, Co-Chairperson  
 Uniform Personnel Classification and  
 Compensation Plan Subcommittee  
 Arkansas Legislative Council  
 State Capitol Building, Room 315  
 Little Rock, Arkansas 72201

Dear Co-Chairs:

The Office of Personnel Management (OPM) submits a request from the Arkansas Department of Finance & Administration for your review.

DFA is requesting six (6) positions classified as DFA IT Technical Specialist, Grade IT11, from the OPM surrender pool established by Ark. Code Ann. §21-5-225(a)(1). The positions being surrendered are listed below:

<u>Position</u>	<u>Code</u>	<u>Title</u>	<u>Grade</u>	<u>Range</u>
22079951	D084C	COMPUTER OPERATOR	IT02	\$37,266-\$54,035
22107778	D084C	COMPUTER OPERATOR	IT02	\$37,266-\$54,035
22108932	D084C	COMPUTER OPERATOR	IT02	\$37,266-\$54,035
22109000	C042C	DFA REVENUE SUPERVISOR	GS05	\$32,405-\$46,987
22080036	C056C	ADMINISTRATIVE SPECIALIST III	GS04	\$29,046-\$42,117
22108415	C056C	ADMINISTRATIVE SPECIALIST III	GS04	\$29,046-\$42,117
22133942	C048C	DFA SUPERVISOR	GS04	\$29,046-\$42,117
22079977	C073C	ADMINISTRATIVE SPECIALIST II	GS03	\$26,034-\$37,749
22080011	C073C	ADMINISTRATIVE SPECIALIST II	GS03	\$26,034-\$37,749
22108144	C059C	DFA SERVICE REPRESENTATIVE	GS03	\$26,034-\$37,749
22108348	C059C	DFA SERVICE REPRESENTATIVE	GS03	\$26,034-\$37,749
22109306	C059C	DFA SERVICE REPRESENTATIVE	GS03	\$26,034-\$37,749

<u>Classification Requested</u>	<u>Code</u>	<u>Grade</u>	<u>Number</u>	<u>Range</u>
DFA IT TECHNICAL SPECIALIST	D005N	IT11	6	\$99,920-\$144,884

Senator John Cooper, Co-Chairperson  
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The AASIS Service Center, administered by the DFA Office of Information Services (OIS), is undergoing an extensive reorganization. The purpose of the reorganization is to continue with DFA's plan for the modernization of AASIS through updates to the system and the use of more current user interfaces for the AASIS system. Some of the IT services that DFA has used in this effort are being provided by IT contractors; in addition to making the AASIS system and OIS more efficient and cost-effective, DFA expects to attract some of its current contractors into regular positions with OIS. DFA believes that this effort will reduce both its contractor expense and reliance on outside personnel to modernize and manage AASIS.

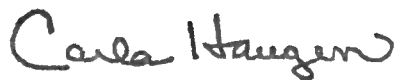
The labor market for IT personnel possessing enterprise-wide expertise is competitive. DFA asserts, and OPM concurs, that positions at the requested classification are needed because of the functional and financial considerations of these positions. All the positions being surrendered by DFA are currently vacant. If approved, this request will have a potential budgetary savings of \$11,991.

The Office of Personnel Management has reviewed this request and **recommends** the approval of the pool positions for Fiscal Years 2018 and 2019. Your consideration of this request is appreciated.

Sincerely,



Kay Barnhill  
State Personnel Administrator



MAY 31 2018

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Chief Fiscal Officer of the State

Date



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

**OFFICE OF THE DIRECTOR**  
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May 30, 2018

Ms. Kay Barnhill, Administrator  
 Office of Personnel Management  
 Arkansas Department of Finance & Administration  
 1509 W. 7<sup>th</sup> Street, 2<sup>nd</sup> Floor  
 Little Rock, Arkansas 72201

**Re: Surrender Pool Request**

Dear Kay,

DFA is undergoing a reorganization of the AASIS Service Center. This reorganization is the result of a careful review of the functions within the AASIS Service Center and DFA's Office of Information Services. The purpose of the reorganization is to most efficiently proceed with DFA OIS's plan for the modernization of AASIS functions and updating the state's management information system to more current SAP user interfaces. It is DFA's expectation that this reorganization will allow DFA to reduce the number of contractors engaged by the agency for IT consulting. DFA hopes to lure some of this expertise to the agency using these positions.

As a result of this reorganization and the competitive labor marketplace for IT professionals capable of performing work on an enterprise-wide basis, DFA requests that it receive 6 pool positions for the classification DFA IT Technical Specialist, grade IT11. Due to the high level of technical expertise that these positions require, DFA believes that the requested classification best meets both the necessary functional and financial requirements. In exchange, DFA will surrender the following 13 positions:

<b>Position</b>	<b>Class Code</b>	<b>Title</b>	<b>Grade</b>
22079951	D084C	COMPUTER OPERATOR	IT02
22107778	D084C	COMPUTER OPERATOR	IT02
22108932	D084C	COMPUTER OPERATOR	IT02
22109000	C042C	DFA REVENUE SUPERVISOR	GS05
22080036	C056C	ADMINISTRATIVE SPECIALIST III	GS04
22108415	C056C	ADMINISTRATIVE SPECIALIST III	GS04
22133942	C048C	DFA SUPERVISOR	GS04
22079977	C073C	ADMINISTRATIVE SPECIALIST II	GS03
22080011	C073C	ADMINISTRATIVE SPECIALIST II	GS03
22108144	C059C	DFA SERVICE REPRESENTATIVE	GS03

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22108348	C059C	DFA SERVICE REPRESENTATIVE	GS03
22109306	C059C	DFA SERVICE REPRESENTATIVE	GS03

Thank you for your consideration of this request.

Sincerely yours,



Amy Valentine  
Human Resources Administrator