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Department of Transformation and Shared Services

Governor Asa Hutchinson

Secretary Amy Fecher

Director Kay Barnhill

April 20, 2022

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 Department of Parks, Heritage & Tourism (ADPHT). The department is requesting to obtain two positions from the OPM growth pool established by Ark. Code Ann. §21-5-225(b). The classifications requested are below.

<u>Business Area</u>	<u>Class Code</u>	<u>Title</u>	<u>Grade</u>	<u>Entry Salary</u>	<u>Max Salary</u>
0865	B067C	Archaeologist	GS08	\$45,010	\$65,264
0900	B031C	Park Superintendent IV	GS09	\$50,222	\$72,821

JUSTIFICATION

The Archaeologist position is necessary to assist the Arkansas Historic Preservation Program with federal-aid highway projects. Through a Memorandum of Understanding, the Department of Heritage will utilize this position to review Arkansas Department of Transportation's (ARDOT) Section 106 requests. The cost of this position will be \$56,470, including fringe, and ADPHT will be reimbursed 100% for salary and employee expenses by ARDOT. This works as an advantage to both departments as there will be no additional cost incurred for this position.

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The Park Superintendent IV position will be assigned to Pinnacle Mountain State Park, Lake Sylvia Recreation Area, where it will assist in the management of a new lease between the Department of Parks and the U.S. Department of Agriculture- U.S. Forest Service. This position will manage the overall administrative functions of the ark units including operations, maintenance, interpretation for visitors, law enforcement, and customer service. The current Superintendent III will be promoted into this position, and it will result in an increase of \$69,063, including personal services matching. The Superintendent III position will be backfilled to ensure there is no loss in quality of service provided to the public.

The Office of Personnel Management has reviewed these requests and **recommends** the approval of two (2) positions from the OPM growth pool. Your approval of this request is greatly appreciated.

Sincerely,



Kay Barnhill, Director
Office of Personnel Management



SECRETARY OF TRANSFORMATION & SHARED
SERVICES

4/13/2022
DATE

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Asa Hutchinson
Governor
Stacy Hurst
Secretary

March 29, 2022

Ms. Kay Barnhill
State Personnel Director
TSS-Office of Personnel Management
501 Woodlane
Little Rock, AR 72201

Dear Kay:

Please consider this request for two Growth Pool positions for ADPHT as outlined below.

The Division of Arkansas Heritage, **BA0865** requests an **Archaeologist, B067C, GS08**. This position is necessary to assist in the Arkansas Historic Preservation Program (AHPP) process on federal-aid highway projects in Arkansas. AHPP is responsible for the successful and timely completion of reviews in accordance with Title 36 Code of Federal Regulation (CFR) Part 800 regulations implementing Section 106 of the National Historic Preservation Act of 1966. Through a Memorandum of Understanding (MOU), DAH will utilize this position to review ARDOT's Section 106 requests and in return, ARDOT will reimburse DAH for salary and employee expenses, thereby providing sufficient advantage to both DAH and ARDOT. As a result of the MOU, there will be no additional personnel cost incurred by ADPHT.

The Division of Arkansas State Parks, **BA0900** requests a **Park Superintendent IV, B031C, GS09** to meet the needs of Pinnacle Mountain State Park and the additional responsibilities of managing a new lease between ADPHT and the U.S. Department of Agriculture-U.S. Forest Service. The lease, the Lake Sylvia Recreation Area, includes an 18-acre lake, historic district, trails, beach, bathhouses, campground, camper cabins, group lodge and day use area. This position will manage the overall administrative functions of the park units including operations, maintenance, interpretation, law enforcement and customer service. The plan is to promote the current Park Superintendent III at Pinnacle Mountain State Park which would result in a minimal increased personnel cost of approximately \$6,155 including personal services matching. Current vacancies within BA0900 include a GS09 that serves as the Keep Arkansas Beautiful Director and a GS10 that serves as the ADPHT Revenue Operations Manager and both positions are currently being advertised to fill.

Your favorable approval of this request is appreciated. Please contact me if further justification is needed.

Sincerely,

Stacy Hurst