



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

**EXHIBIT G.4**  
 OFFICE OF PERSONNEL MANAGEMENT  
**Administrator's Office**  
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December 14, 2016

Senator Uvalde Lindsey, Co-Chairperson  
 Representative Lanny Fite, 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 Human Services, Division of Children and Family Services (DHS/DCFS) for your review.

DHS requests nine (9) positions from the OPM Central Growth Pool, as established by Ark. Code Ann. §21-5-225(b). The requested positions are as follows:

<u>Classification Requested</u>	<u>Class Code</u>	<u>Grade</u>	<u>Number of Positions</u>
DHS Program Administrator	G099C	C122	9

Although not required by statute, DHS has pledged to delimit the following nine (9) positions in its upcoming appropriation act to help offset the cost of implementing this request:

<u>Position Number</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22098785	Services & Program Licensing Specialist	X094C	C117
22143271	Services & Program Licensing Specialist	X094C	C117
22103608	DHS Program Specialist	G210C	C115
22098639	Program Eligibility Specialist	M066C	C114
22102522	Licensed Practical Nurse	L069C	C113
22110089	Licensed Practical Nurse	L069C	C113
22100654	Administrative Specialist III	C056C	C112
22109657	Administrative Specialist III	C056C	C112
22102034	Residential Care Supervisor	M073C	C111

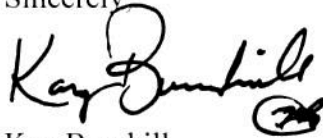
**JUSTIFICATION**

DHS requests the positions listed above from the OPM Central Growth Pool to address a significant increase in foster care cases within the state. During the fourth quarter, more than 1,100 children entered the foster care system. The implementation of these positions will allow the agency to provide critical technical support and training to current and new Family Service Workers/Supervisors. Additionally, these positions will allow DHS to ensure compliance through program monitoring, with the goal of reunification.

The Office of Personnel Management has reviewed this request and **recommends** the approval of nine (9) growth pool positions for the classification listed above.

Your approval of this request is greatly appreciated.

Sincerely



Kay Barnhill  
State Personnel Administrator



\_\_\_\_\_  
Chief Fiscal Officer of the State

DEC - 8 2016

\_\_\_\_\_  
Date

KB/jd:1-2



Office of Finance and Administration
HUMAN RESOURCES



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December 6, 2016

Ms. Kay Barnhill
State Personnel Administrator
Department of Finance and Administration
Office of Personnel Management
1509 West 7th Street
Little Rock, Arkansas 72203

RE: Pool Position Request
Department of Human Services

Ms. Barnhill:

The department is requesting nine (9) positions from the Office of Personnel Management's Central Growth pool established by Arkansas Code 21-5-225 (b) (1). The requested positions are G099C DHS Program Administrators at grade C122. The Division of Children and Family Services has had approximately 1100 children entered into foster care during the fourth quarter. These positions will support current and new Family Service Workers and supervisors in technical assistance or training/coaching requests. In addition, they will monitor current foster care cases to ensure the appropriate services are delivered in order for children to safely return to the home.

To off-set the cost of this request, the division is surrendering a total of nine (9) listed below with the divisions under which appropriated.

Table with 5 columns: Position, Class, Title, Grade, Division. It lists 9 positions including Services & Program Licensing Specialist, DHS Program Specialist, Program Eligibility Specialist, Licensed Practical Nurse, Administrative Specialist III, and Residential Care Supervisor.

If you have any questions or need for additional information, please give me a call at (501) 683-5928.

Sincerely,
[Signature]
George Bryant
Human Resource Administrator

Cc: Glenn Eisenhauser, DHS Chief of Human Resources