



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

OFFICE OF PERSONNEL MANAGEMENT
Administrator's Office
1509 West Seventh Street, Suite 201
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December 9, 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 submits the following request for approval in accordance with Ark. Code Ann. § 21-1-402(b), which states:

"No person whose spouse is elected to a constitutional office may, after the spouse is elected to the constitutional office and during the term for which the spouse is elected, enter into employment with any state agency without the prior approval of the Joint Budget Committee during a legislative session, the Legislative Council between legislative sessions, and the Governor."

The Arkansas Minority Health Commission has selected Ms. ShaRhonda Love for the classification Arkansas Minority Health Commission Director, N133N, position number 22095187, with a proposed salary of \$79,092, mid-point of the grade. Ms. Love is the spouse of Mr. Frederick J. Love, a current member of the Arkansas House of Representatives.

Upon review of the criteria specified, the Office of Personnel Management finds that the Arkansas Minority Health Commission has met the employee disclosure/certification and employment of family members' requirements. Your approval is respectfully requested.

Should you have any questions or concerns, please contact me at your convenience.

Sincerely,


Kay Barnhill
State Personnel Administrator



Chief Fiscal Officer of the State
KKB/cbc: 3 Attachments

DEC - 9 2016

Date



STATE OF ARKANSAS
ASA HUTCHINSON
GOVERNOR

December 9, 2016

Larry W. Walther
Chief Fiscal Officer of the State
1509 West Seventh Street, Suite 401
Little Rock, AR 72201

Dear Mr. Walther:

In response to your letter dated December 7, 2016, I am approving the request presented by you, on behalf of the Arkansas Minority Health Commission, to hire Ms. ShaRhonda Love in the classification N133N, Arkansas Minority Health Commission Director, position number 22095187, with a proposed salary of \$79,092, mid-point of grade N903. You have reported that Ms. Love is the spouse of Mr. Frederick J. Love, a current Representative with the Arkansas General Assembly.

Based upon appropriate review of the criteria specified pursuant to Ark. Code Ann. § 21-1-402(b), I concur with the determination that the agency has met the employee disclosure/certification and employment of family members requirements.

Sincerely,

A handwritten signature in black ink, appearing to read "Asa Hutchinson", written over a horizontal line.

Asa Hutchinson



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

OFFICE OF THE DIRECTOR
1509 West Seventh Street, Suite 401
Post Office Box 3278
Little Rock, Arkansas 72203-3278
Phone: (501) 682-2242
Fax: (501) 682-1029
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December 7, 2016

The Honorable Asa Hutchinson
Governor of Arkansas
State Capitol Building
Suite 250
Little Rock, AR 72201

Dear Governor Hutchinson:

The Office of Personnel Management presents the following request for approval in accordance with Ark. Code Ann. § 21-1-402(b), which states:

"No person whose spouse is elected to a constitutional office may, after the spouse is elected to the constitutional office and during the term for which the spouse is elected, enter into employment with any state agency without the prior approval of the Joint Budget Committee during a legislative session, the Legislative Council between legislative sessions, and the Governor."

The Arkansas Minority Health Commission has selected Ms. ShaRhonda Love for the classification N133N, Arkansas Minority Health Commission Director, grade N903, position number 22095187, with a salary of \$79,092, mid-point of the grade. Ms. Love is the spouse of Representative Frederick J. Love, a current member of the Arkansas House of Representatives.

Upon review of the criteria specified, the DFA - Office of Personnel Management finds that the Arkansas Minority Health Commission has met the employee disclosure/certification and employment of family members' requirements. With your approval, this request will be submitted to the Arkansas Legislative Council.

Should you have any questions or concerns, please contact me at your convenience.

Sincerely,

A handwritten signature in cursive script, reading "Larry W. Walther".

Larry W. Walther
Chief Fiscal Officer of the State

Attachment: Employee Disclosure/Certification and Employment of Family Members Form

EMPLOYEE DISCLOSURE/CERTIFICATION AND EMPLOYMENT OF FAMILY MEMBERS FORM

This form is to be completed by all interviewed applicants for a position.

Definitions for the symbols in questions 1 – 9 below. Please read before continuing.

- A State Employee** any employee of any state agency employed in a regular salary position or extra-help position not to include contract labor.
B Former is defined as within the last 24 months.
C Constitutional Officer: Governor, Lt. Governor, Secretary of State, Attorney General, Auditor, Treasurer, Land Commissioner, General Assembly member.
D General Assembly member: member of the Arkansas Senate or the Arkansas House of Representatives.
E Relative includes: husband, wife, mother, father, stepmother, stepfather, mother-in-law, father-in-law, sister, brother, stepsister, stepbrother, half-sister, half-brother, sister-in-law, brother-in-law, daughter, son, stepdaughter, stepson, daughter-in-law, son-in-law, aunt, uncle, first cousin, niece or nephew.
F Public Official: constitutional officers; members of the Arkansas General Assembly; the executive head of any agency, department, board, commission, institution, bureau, or council of the state.
G Agency or State Agency: every agency, board, commission, department, division, institution, and other office of state government located within the executive branch of government and under the control of the Governor.

1. ☒ Yes ☐ No Are you a current **state employee**^A?
2. ☐ Yes ☒ No Are you a **former**^B **state employee**^A?
3. ☐ Yes ☒ No Are you a current **Constitutional Officer**^C?
3a. ☐ Yes ☐ No If "Yes", were you employed prior to your election into office?
3b. ► If "Yes," give date elected _____
4. ☒ Yes ☐ No Are you the spouse of a current **Constitutional Officer**^C?
4a. ► If "Yes," give spouse's name Fredrick J. Love
position/office State legislator
4b. ☒ Yes ☐ No If "Yes", is your expected salary above \$37,649 annually or above \$18.10 per hour?
5. ☐ Yes ☒ No Are you the spouse of a **former**^B **Constitutional Officer**^C?
5a. ► If "Yes," give spouse's name _____
position/office _____
6. ☐ Yes ☒ No Are you or your spouse a **former**^B **General Assembly member**^D?
6a. ► If "Yes," give spouse's name _____
position/office _____
- 6b. ☐ Yes ☐ No If "Yes", within the 24 months prior to your leaving office or your spouse leaving office, was the position for which you are being considered created by legislative action, or if the maximum salary level increased by more than 15%, was this authorized by legislative action?
7. ☐ Yes ☒ No Are you a **relative**^E of the **Public Official**^F in charge of the **agency**^G in which you are applying?
7a. ► If "Yes," give **relative's**^E name _____
position/office _____
relationship _____
8. ☐ Yes ☒ No Are you a **relative**^E of a **state employee**^A, state board or commission member or are you a **relative**^E (other than the spouse) of a **Constitutional Officer**^C or an Arkansas **General Assembly member**^D?
8a. ► If "Yes," give **relative's**^E name _____
position/office _____
relationship _____
9. ☐ Yes ☐ No If you checked "Yes" in #8 above, does this **relative**^E work within the **state agency**^G in which you are applying?
9a. ☐ Yes ☐ No If "Yes", is the position for which you are applying in the direct line of supervision of your **relative**^E or will the position be a supervisory employee of the **relative**^E.

I understand to be eligible for employment with the State of Arkansas, I must comply with Governor's Executive Order 98-04, ACA §21-1-401-408, and ACA §25-16-1001-1007. I also understand that as an employee of the State of Arkansas I am restricted from supervising or being supervised by a relative specifically under ACA §25-16-1002. If I am hired and it can be proven I falsely disclosed or failed to disclose information I could be subject to criminal, civil and/or administrative remedies. I assert that I have answered the above questions to the best of my knowledge.

Sharronda J. Love
Applicant Name (Please Print)

Sharronda J. Love
Applicant Signature

12/6/16
Date