# **EXHIBIT E.1**

#### OFFICE OF PERSONNEL MANAGEMENT Administrator's Office

1509 West Seventh Street, Suite 201 Post Office Box 3278 Little Rock, Arkansas 72203-3278 Phone: (501) 682-1823 www.dfa.arkansas.gov

May 17, 2017

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 Commission on Law Enforcement Standards and Training (CLEST) for your review.

The CLEST is requesting one (1) position from the OPM surrender pool established by Ark. Code Ann. §21-5-225(a)(1). The classification requested along with the position being surrendered are listed below:

POSITION		CLASS	
SURRENDERED	TITLE	CODE	<b>GRADE</b>
22090803	Cook	S086C	C104

#### CLASSIFICATION REQUESTED

Attorney Specialist G047C C126

#### JUSTIFICATION

CLEST was assigned multiple additional responsibilities during the 2017 legislative session. These additional tasks include approving new law enforcement agencies as well as agencies that have been inactive for more than a year; reviewing penalties against agencies; and, monitoring pawnshop brokers. Although CLEST are represented by the Attorney General's office, the agency itself has never had a staff attorney. This position will assist with all legal issues concerning the agency with a main focus on the newly assigned duties involving the Pawnbroker's Commission. This position will also be tasked with reviewing and approving or denying the numerous Freedom of Information Act requests that are received by the agency.

Senator John Cooper, Co-Chairperson Representative Les Eaves, Co-Chairperson May 17, 2017 Page 2

The Office of Personnel Management has reviewed this request and recommends the approval of one (1) position from the OPM surrender pool. OPM recommends this position be continued for the 2017-2019 biennium.

Your approval of this request is greatly appreciated.

Sincerely,

Kay Burbell Kay Barnhill

State Personnel Administrator

Chief Fiscal Officer of the State

APR 25 2017

KB/ca:1-2

### STATE OF ARKANSAS



## Commission On Law Enforcement Standards and Training



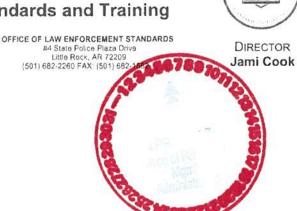
LAW ENFORCEMENT TRAINING ACADEMY

P.O. Box 3106 East Camden, Arkansas 71711 (870) 574-1810 FAX: (870) 574-2706

April 6, 2017

Mrs. Kay Barnhill, Administrator DFA Office of Personnel Management P.O. Box 3278 Little Rock, AR 72203-3278

Dear Mrs. Barnhill,



The Commission on Law Enforcement Standards and Training (CLEST) has the responsibility for maintaining the records for over 12,000 law enforcement officers in the state, certifying all the training for those officers, providing basic training, advanced, and specialized training, holding decertification hearings for law enforcement officers when warranted, and managing three separate academy locations. Since CLEST is the custodian of these records, the agency receives numerous requests for records under the Arkansas Freedom of Information Act that must be answered in a timely manner by providing the record or denying the request based on reasons outlined in the FOIA.

During the 2017 legislative session, CLEST was also assigned the responsibility for approving new law enforcement agencies and agencies that have been inactive for more than a year as well as assessing administrative penalties against agencies and entities that violate CLEST rules. Additionally, the legislature created a new commission to oversee pawnshop brokers and assigned CLEST to administer the Act.

The CLEST Commission members are represented by the Attorney General's Office, but the agency itself has never had a staff attorney. With the addition of the new responsibilities, especially the issues involved with the Pawnbroker's Commission, CLEST has a great need for a staff attorney to be able to meet the expectations and responsibilities of the agency. The need for an attorney has been growing in recent years in regard to the FOI issues that have become increasing complex and burdensome, as well as questions of law that arise frequently regarding officer certification.

Thank you for your assistance in this request.

Sincerely,

Jami Cook, Director



Business Area	a Agency/Ins	titution		Date
0950	COMMISSION ON LAW ENFORCEMENT STANDARDS AND TRAINING		04/05/17	
Position(s) to	be Surrendered			
Position/Item Nur	mber Classification T	itle	Pay Grade	Class Code
22090803	СООК	C	104	S086C
				J L
:006070	s) Requested			
N/A	Classification Ti		Pay Grade	Class Code
N/A	ATTORNEY SPECIALIST		126	G047C
attac	rstand That:  position requested is critical to the operation of this hed. (Justification should be detailed and not less client funds are available to fund this position at the	than one typed page in length.)	justification fo	or this request is
C. This	is a full time position that will not be used for any ot	ther purpose than that which is ou	utlined in the a	ttached narrative
D. The p	position to be surrendered is the highest grade posi peration of this Agency/Institution.	ition available and the loss of this	position will n	ot adversely affect
E. No cu	urrent employee will be displaced by this action.			
Ÿ.	Agency Personnel Rep		Dat	e
Miradeller			1-5-17	
	Agency Director		Date	e
		04-0	04-05-2017	