

State of Arkansas  
 77th General Assembly  
 First Extraordinary Session, 1989  
 By:Joint Budget Committee

SB69

For An Act To Be Entitled

"AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES AND OPERATING EXPENSES OF THE DEPARTMENT OF HUMAN SERVICES - ADMINISTRATION FOR THE BIENNIAL PERIOD ENDING JUNE 30, 1991; AND FOR OTHER PURPOSES."

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

SECTION 1. REGULAR SALARIES - OPERATIONS. There is hereby established for the Department of Human Services - Administration for the 1989-91 biennium, the following maximum number of regular employees whose salaries shall be governed by the provisions of the Uniform Classification and Compensation Act, or its successor, and all laws amendatory thereto. Provided, however, that any position to which a specific maximum annual salary is set out herein in dollars, shall be exempt from the provisions of said Uniform Classification and Compensation Act. All persons occupying positions authorized herein are hereby governed by the provisions of the Regular Salaries Procedures and Restrictions Act, or its successor.

Item No.	Class Code	Title	Maximum No. of Employees	Maximum Annual Salary Rate	
				1989-90	1990-91
D.H.S. - OFFICE OF THE DIRECTOR					
(1)	9984	DHS DIRECTOR	1	\$70,159	\$71,913
(2)	9920	DHS DEPUTY DIRECTOR	1	\$52,798	\$54,118
(3)	9726	DHS CHIEF ATTORNEY	1	\$49,200	\$50,430
(4)	706Z	DHS CHIEF DEPUTY ATTORNEY	1		GRADE 26
(5)	R501	DHS DEPUTY ATTORNEY	4		GRADE 25
(6)	R036	ATTORNEY	31		GRADE 24
(7)	209Z	DHS POLICY AND PROGRAM MANAGER	2		GRADE 23

(8)	809Z DHS POLICY ANALYSIS COORD	1	GRADE 21
	697Z DHS PROGRAM MANAGER	2	
(9)	R266 MANAGEMENT PROJECT ANALYST II	4	GRADE 19
	719Z DHS STAFF MANAGER	2	
	R298 AGENCY PROGRAM COORDINATOR	1	
(10)	M068 DHS PROGRAM ANALYST	2	GRADE 18
	R424 FAIR HEARING REFEREE	6	
(11)	M072 SOCIAL SERVICE INVESTIGATOR II	14	GRADE 17
(12)	R010 ADMINISTRATIVE ASSISTANT II	2	GRADE 16
(13)	K041 EXECUTIVE SECY/ADMINISTRATIVE SECY	1	GRADE 13
	K133 MANAGEMENT SUPPORT TECHNICIAN	2	
(14)	K117 MEDICAL OR LEGAL SECRETARY	29	GRADE 12
(15)	K153 SECRETARY II	2	GRADE 11
(16)	K155 SECRETARY I	1	GRADE 09
(17)	K023 CLERK TYPIST II	5	GRADE 07
	MAX NO. OF EMPLOYEES	115	

D.H.S.- DIVISION OF FINANCE.

(1)	9724 DHS DEP DIR DIVISION OF FINANCE	1	\$52,798	\$54,118
(2)	016Z DHS ASST DEP DIR FOR MANAGER ACCTG	1		GRADE 25
	017Z DHS ASST DEP DIR FOR FIN SUPP SYS	1		
	018Z DHS ASST DEP DIR FOR AUD/FISCAL REV	1		
	019Z DHS ASST DEP DIR FOR GEN ACCTG	1		
(3)	A025 DHS/DOF FINANCIAL PLANNING MANAGER	1		GRADE 24
	434Z DHS OPERATIONS MANAGER	1		
(4)	A026 DHS/DOF FINANCIAL COORDINATOR	10		GRADE 22
	A032 AGENCY FISCAL MANAGER	15		
(5)	451Z MEN HLTH ACCOUNTING SUPERVISOR	1		GRADE 21
	486Z DDS ACCOUNTING MANAGER	1		
	A251 SR AUDITOR	10		
	R398 POLICY & PLANNING ADMINISTRATOR	1		
	129Z SOC SVCS ACCOUNTING MGR	3		
	697Z DHS PROGRAM MANAGER	2		
	405Z YOUTH SVCS FISCAL MANAGER	1		
(6)	A008 ACCOUNTING SUPV II	16		GRADE 20
	A250 JR AUDITOR	23		

	932Z DHS PROGRAM COORDINATOR	2	
	A042 FINANCIAL EXAMINER II	1	
(7)	R266 MANAGEMENT PROJECT ANALYST II	6	GRADE 19
	675Z REHAB SERV FACILITY SPECIALIST I	1	
	719Z DHS STAFF MANAGER	1	
(8)	A006 ACCOUNTING SUPV I	9	GRADE 18
	R168 SUB-GRANT ADMINISTRATOR III	23	
	R048 BUDGET SPECIALIST	4	
	R264 MANAGEMENT PROJECT ANALYST I	6	
	W030 RECORDS MANAGEMENT ANALYST II	1	
(9)	A004 ACCOUNTANT II	32	GRADE 17
	E086 HABILITATION/REHAB INSTRUCTOR II	1	
	R134 PLANNING SPECIALIST II	1	
	M075 SOCIAL SERVICE REPRESENTATIVE II	3	
(10)	R166 SUB-GRANT ADMINISTRATOR II	1	GRADE 16
	A024 COLLECTION OFFICER	1	
	R162 STATISTICIAN/STATISTICIAN II	1	
	R010 ADMINISTRATIVE ASSISTANT II	2	
(11)	A002 ACCOUNTANT I	27	GRADE 15
	R190 PERSONNEL OFFICER II	1	
(12)	R009 ADMINISTRATIVE ASSISTANT I	3	GRADE 14
	M048 RECREATIONAL ACTIVITY LEADER II	1	
	A033 FIELD AUDITOR I	5	
(13)	A051 INSURANCE SPECIALIST I	4	GRADE 13
	A017 BOOKKEEPING SUPERVISOR	2	
	K041 EXECUTIVE SECY/ADMINISTRATIVE SECY	2	
	K133 MANAGEMENT SUPPORT TECHNICIAN	3	
(14)	K039 DOCUMENT EXAMINER II	5	GRADE 12
	A155 ICF COORDINATOR	1	
	A063 PAYROLL OFFICER	1	
(15)	A013 BOOKKEEPER II/ACCOUNTING ASST II	27	GRADE 11
	K153 SECRETARY II	6	
	K011 CLERICAL SUPERVISOR	2	
(16)	A011 BOOKKEEPER I/ACCOUNTING ASST I	14	GRADE 09
	K037 DOCUMENT EXAMINER I	13	
	K155 SECRETARY I	15	

	K159 DATA ENTRY OPERATOR II	1	
	V029 INVENTORY CONTROL CLERK	1	
(17)	K017 CLERK STENO	1	GRADE 07
	K023 CLERK TYPIST II	2	
	K157 DATA ENTRY OPERATOR I	<u>3</u>	
	MAX NO. OF EMPLOYEES	326	

D.H.S. - DIVISION OF MANAGEMENT SERVICES

(1)	9723 DHS DEP DIR DIV OF MGT SERVICES	1	\$52,798	\$54,118
(2)	193Z DATA CENTER ADMINISTRATOR	1		GRADE 26
(3)	013Z DHS/DMS ASST DEP DIR HUMAN RESOURCE	1		GRADE 25
	704Z DHS/DEMS ASST DEP DIR PGM&ADMIN SPT	1		
(4)	827Z DATA PROCESSING CENTER MANAGER	4		GRADE 24
	012Z DHS/DMS ASST DEP DIR ADMIN SUPPORT	1		
	D064 SR SYSTEMS PROGRAMMER	1		
(5)	R420 DHS CENTRAL PERSONNEL ADMINISTRATOR	1		GRADE 23
	D100 DP SR PROJECT LEADER	1		
(6)	D046 SYSTEMS APPLICATIONS SUPERVISOR	4		GRADE 22
	509Z DDS PERSONNEL MANAGER	1		
	V042 GENERAL SERVICES MANAGER	1		
	R380 TRAINING PROJECT MANAGER	1		
(7)	809Z DHS POLICY ANALYSIS COORD	1		GRADE 21
	510Z PURCHASING MANAGER	1		
	D066 SYSTEMS COORDINATION ANALYST	1		
	D042 SYSTEMS ANALYST II	4		
	697Z DHS PROGRAM MANAGER	2		
	698Z DHS/DEMS MATERIALS MGMT ADMR	1		
	721Z DHS/DMS DATA PROCESSING MANAGER	2		
	931Z DHS/DMS MGR. RESEARCH & STATISTICS	1		
	X430 INSPECTION ENGINEER II	1		
	061Z DHS RECRUITING MANAGER	1		
(8)	726Z DHS CLASSIFICATION & COMP MANAGER	1		GRADE 20
	D036 SR PROGRAMMER/ANALYST	23		
	D038 SYSTEMS PROGRAMMER	2		
	V080 MGR PURCHASING & PROPERTY MGT	1		
	895Z DHS EQUAL EMPLOYMENT OPP MANAGER	1		

	L014 CHARGE NURSE	1	
	A056 INTERNAL AUDITOR	1	
	R406 DHS PERSONNEL PROCESSING MANAGER	1	
(9)	R266 MANAGEMENT PROJECT ANALYST II	6	GRADE 19
	E114 STAFF DEVELOPMENT COORDINATOR	1	
	D040 SYSTEMS ANALYST I	2	
	R024 ASST DIRECTOR PERSONNEL	1	
	R332 DHS POLICY DEVELOPMENT COORD.	2	
	719Z DHS STAFF MANAGER	1	
	R100 LEASING SUPERVISOR	1	
(10)	R136 PLANNING SPECIALIST III	2	GRADE 18
	D034 PROGRAMMER ANALYST	5	
	V040 PURCHASE AGENT II/PURCHASE AGENT	3	
	D044 SYSTEMS ANALYST/PROGRAMMER	4	
	R264 MANAGEMENT PROJECT ANALYST I	3	
(11)	D020 DATA PROCESSING SUPERVISOR II	1	GRADE 17
	D030 JR PROGRAMMER ANALYST	8	
	E050 STAFF DEVELOPMENT SPECIALIST II	15	
	M080 SOCIAL SERVICE WORKER II/SOC SVC WK	1	
	Y087 PRINTER SUPERVISOR	2	
	N328 INFORMATION OFFICER II	1	
(12)	R010 ADMINISTRATIVE ASSISTANT II	8	GRADE 16
	D001 APPLICATIONS PROGRAMMER/APPL PGMR I	1	
	D018 DATA PROCESSING SUPERVISOR I	1	
	R162 STATISTICIAN/STATISTICIAN II	6	
(13)	R190 PERSONNEL OFFICER II	7	GRADE 15
	R342 INTERVIEWER	1	
	K186 WORD PROCESSING SUPV	2	
	V030 INVENTORY CONTROL MANAGER	2	
	M073 SOCIAL SERVICE REPRESENTATIVE I	1	
(14)	V039 PURCHASE AGENT I/ASST PURCHASE AGEN	5	GRADE 14
	D035 PROGRAMMER TRAINEE	1	
	R009 ADMINISTRATIVE ASSISTANT I	2	
(15)	K087 OFFICE SERVICES SUPV/OFFICE MANAGER	1	GRADE 13
	K041 EXECUTIVE SECY/ADMINISTRATIVE SECY	2	
	K133 MANAGEMENT SUPPORT TECHNICIAN	1	

	K105 REPRO EQUIP OPR SUPV	1	
	K163 DATA ENTRY SUPV II	1	
	V051 STOREROOM SUPV/STORE SUPV	2	
(16)	D003 COMPUTER OPERATOR I	5	GRADE 12
	K179 SECRETARY/WORD PROCESS SPECIALIST	8	
	K039 DOCUMENT EXAMINER II	5	
	K115 STATISTICIAN ASST II/STATISTICIAN I	1	
(17)	K153 SECRETARY II	6	GRADE 11
	K161 DATA ENTRY SUPV I/DATA ENTRY OP SUP	2	
	T045 SECURITY OFFICER II	1	
	K011 CLERICAL SUPERVISOR	1	
	A013 BOOKKEEPER II/ACCOUNTING ASST. II	1	
(18)	K089 PERSONNEL ASSISTANT	1	GRADE 10
	V043 SHIPPING & RECEIVING CLERK	2	
(19)	K159 DATA ENTRY OPERATOR II	15	GRADE 09
	K077 MICRO-PHOTOGRAPHER II	2	
	V041 PURCHASING ASSISTANT	2	
	K155 SECRETARY I	5	
	A011 BOOKKEEPER I/ACCOUNTING ASST I	1	
	D015 DATA PROCESSING SCHEDULER	1	
	K037 DOCUMENT EXAMINER I	6	
	K103 REPRO EQUIP OPR II/REPRO EQUIP OPR	2	
	Y083 PRINTER I	3	
(20)	K065 MAIL OFFICER	3	GRADE 08
(21)	K075 MICRO-PHOTOGRAPHER I	6	GRADE 07
	K157 DATA ENTRY OPERATOR I	11	
	G045 EQUIPMENT OPERATOR I	6	
	K023 CLERK TYPIST II	4	
	M065 SOCIAL SERVICE AIDE II	1	
	W021 RECORDS CENTER OPERATOR I	1	
(22)	K101 REPRODUCTION EQUIPMENT OPERATOR I	2	GRADE 06
(23)	K015 CLERK II	2	GRADE 05
	V049 STOCK CLERK II	1	
	K069 COURIER II	1	
		<u>1</u>	
	MAX NO. OF EMPLOYEES	277	

D.H.S. - DIVISION OF PROGRAM OPERATIONS

(1)	9719 DHS DEP DIR PROGRAM OPS	1	\$52,798	\$54,118
(2)	005Z DHS/DPO ASST DEP DIR FOR PROG OPS	6	GRADE 24	
(3)	004Z DHS/DPO COUNTY ADMIN IV	1	GRADE 22	
(4)	003Z DHS/DPO COUNTY ADMIN III	9	GRADE 21	
(5)	002Z DHS/DPO COUNTY ADMIN II	29	GRADE 20	
(6)	001Z DHS/DPO COUNTY ADMIN I	37	GRADE 19	
(7)	M056 REHAB COUNSELOR III	1	GRADE 18	
(8)	K087 OFFICE SERVICES SUPV/OFFICE MANAGER	4	GRADE 13	
(9)	K153 SECRETARY II	2	GRADE 11	
	K011 CLERICAL SUPERVISOR	9		
(10)	K155 SECRETARY I	74	GRADE 09	
(11)	A093 ROVING ISSUANCE CASHIER	1	GRADE 08	
(12)	K023 CLERK TYPIST II	236	GRADE 07	
	C011 SWITCHBOARD OPERATOR II	2		
	K017 CLERK STENO	11		
	K157 DATA ENTRY OPERATOR I	14		
(13)	K021 CLERK TYPIST I	2	GRADE 05	
	K015 CLERK II	11		
	K097 RECEPTIONIST	1		
(14)	K013 CLERK I	<u>1</u>	GRADE 02	
	MAX NO. OF EMPLOYEES	452		

D.H.S. - OFFICE OF VOLUNTEERISM

(1)	7354 DHS DEP DIR OFFICE OF VOL SVCS	1	\$34,512	\$35,375
(2)	697Z DHS PROGRAM MANAGER	1	GRADE 21	
	M113 VOLUNTEER SVCS RESRCH & TRNG COORD	1		
(3)	M111 VOLUNTEER PROGRAM DEVELOPER	9	GRADE 17	
	N328 INFORMATION OFFICER II	1		
(4)	R009 ADMINISTRATIVE ASSISTANT I	1	GRADE 14	
(5)	K133 MANAGEMENT SUPPORT TECHNICIAN	1	GRADE 13	
(6)	K153 SECRETARY II	<u>2</u>	GRADE 11	
	MAX NO. OF EMPLOYEES	17		

SECTION 2. EXTRA HELP - DIVISION OF FINANCE. There is hereby authorized, for the Department of Human Services - Administration - Division

of Finance for the 1989-91 biennium, the following maximum number of part-time or temporary employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: Four (4) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, for the appropriate classification.

SECTION 3. EXTRA HELP - DIVISION OF MANAGEMENT SERVICES. There is hereby authorized, for the Department of Human Services - Administration - Division of Management Services for the 1989-91 biennium, the following maximum number of part-time or temporary employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: Two (2) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, for the appropriate classification.

SECTION 4. APPROPRIATIONS - DIRECTOR - OPERATIONS. There is hereby appropriated, to Department of Human Services - Administration - Director's Office, to be payable from the Department of Human Services Paying Account as designated by the Chief Fiscal Officer of the State, for personal services and operating expenses of the Department of Human Services - Administration - Director's Office for the biennial period ending June 30, 1991, the following:

ITEM NO.	FISCAL YEARS	
	1989-90	1990-91
(01) REGULAR SALARIES	\$ 2,073,685	\$ 2,124,338
(02) PERSONAL SERV MATCHING	519,702	547,419
(03) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSES	\$ 276,744	\$ 276,744
(B) CONF. & TRAVEL	14,843	14,843
(C) PROF. FEES	35,631	35,631
(D) CAPITAL OUTLAY	4,555	4,555
(E) DATA PROCESSING	0	0
TOTAL MAINT. & GEN. OPER.	331,773	331,773
TOTAL AMOUNT APPROPRIATED	\$ 2,925,160	\$ 3,003,530



SECTION 5. APPROPRIATIONS - FINANCE - OPERATIONS. There is hereby appropriated, to the Department of Human Services - Administration - Division of Finance, to be payable from the Department of Human Services Paying Account as designated by the Chief Fiscal Officer of the State for personal services and operating expenses of the Department of Human Services - Administration - Division of Finance for the biennial period ending June 30, 1991, the following:

ITEM NO. _____	FISCAL YEARS	
	1989-90	1990-91
(01) REGULAR SALARIES	\$ 5,080,031	\$ 5,207,031
(02) EXTRA HELP	12,575	12,575
(03) PERSONAL SERV MATCHING	1,334,879	1,411,383
(04) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSES	\$ 890,635	\$ 890,635
(B) CONF. & TRAVEL	21,583	21,583
(C) PROF. FEES	3,087	3,087
(D) CAPITAL OUTLAY	150,994	150,994
(E) DATA PROCESSING	0	0
TOTAL MAINT. & GEN. OPER.	1,066,299	1,066,299
TOTAL AMOUNT APPROPRIATED	\$ 7,493,784	\$ 7,697,288

SECTION 6. APPROPRIATIONS - CLIENT SPECIFIC EMERGENCY SERVICES - CASH. There is hereby appropriated, to the Department of Human Services - Administration - Division of Finance, to be payable from the Client Specific Emergency Services Cash Fund, for purchase of services for the Department of Human Services - Administration - Division of Finance for the biennial period ending June 30, 1991, the following:

ITEM NO. _____	FISCAL YEARS	
	1989-90	1990-91
(01) PURCHASE OF SERVICES	\$ 1,500,000	\$ 1,500,000

SECTION 7. APPROPRIATIONS - SOCIAL SERVICES BLOCK GRANT - FEDERAL. There is hereby appropriated, to the Department of Human Services - Administration -

Division of Finance, to be payable from the Department of Human Services Federal Fund as designated by the Chief Fiscal Officer of the State, for purchase of services for the Department of Human Services - Administration - Division of Finance for the biennial period ending June 30, 1991, the following:

ITEM NO.	FISCAL YEARS	
	1989-90	1990-91
(01) PURCHASE OF SERVICES	\$ 43,204,746	\$ 43,204,746

SECTION 8. APPROPRIATIONS - MANAGEMENT SERVICES - OPERATIONS. There is hereby appropriated, to the Department of Human Services - Administration - Division of Management Services, to be payable from the Department of Human Services Paying Account as designated by the Chief Fiscal Officer of the State, for personal services and operating expenses of the Department of Human Services - Administration - Division of Management Services for the biennial period ending June 30, 1991, the following:

ITEM NO.	FISCAL YEARS	
	1989-90	1990-91
(01) REGULAR SALARIES	\$ 4,687,334	\$ 4,804,517
(02) EXTRA HELP	9,770	9,770
(03) PERSONAL SERV MATCHING	1,237,462	1,309,392
(04) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSES	\$ 1,324,243	\$ 1,324,243
(B) CONF. & TRAVEL	20,931	20,931
(C) PROF. FEES	250	250
(D) CAPITAL OUTLAY	193,341	193,341
(E) DATA PROCESSING	0	0
TOTAL MAINT. & GEN. OPER.	1,538,765	1,538,765
(05) PURCHASE DATA PROCESSING	3,818,591	3,818,591
TOTAL AMOUNT APPROPRIATED	\$ 11,291,922	\$ 11,481,035

SECTION 9. APPROPRIATIONS - MANAGEMENT SERVICES - CONSOLIDATED COST REVOLVING FUND. There is hereby appropriated, to the Department of Human Services - Administration - Division of Management Services, to be payable

from the Consolidated Cost Revolving Fund, for operating expenses of the Department of Human Services - Administration - Division of Management Services for the biennial period ending June 30, 1991, the following:

ITEM	FISCAL YEARS	
NO. _____	1989-90 _____	1990-91 _____
(01) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSES	\$ 1,655,238	\$ 1,729,724
(B) CONF. & TRAVEL	0	0
(C) PROF. FEES	0	0
(D) CAPITAL OUTLAY	0	0
(E) DATA PROCESSING	_____ 0	_____ 0
TOTAL MAINT. & GEN. OPER.	_1,655,238	_1,729,724
TOTAL AMOUNT APPROPRIATED	\$1,655,238	\$1,729,724

SECTION 10. APPROPRIATIONS - PROGRAM OPERATIONS - OPERATIONS. There is hereby appropriated, to the Department of Human Services - Administration - Division of Program Operations, to be payable from the Department of Human Services Paying Account as designated by the Chief Fiscal Officer of the State, for personal services and operating expenses of the Department of Human Services - Administration - Division of Program Operations for the biennial period ending June 30, 1991, the following:

ITEM	FISCAL YEARS	
NO. _____	1989-90 _____	1990-91 _____
(01) REGULAR SALARIES	\$ 6,136,043	\$ 6,289,444
(02) PERSONAL SERV MATCHING	1,821,843	1,946,000
(03) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSES	\$ 9,251,446	\$ 9,251,446
(B) CONF. & TRAVEL	27,910	27,910
(C) PROF. FEES	0	0
(D) CAPITAL OUTLAY	46,239	46,239
(E) DATA PROCESSING	_____ 0	_____ 0
TOTAL MAINT. & GEN. OPER.	9,325,595	9,325,595
(04) REIMBURSE COUNTY OFFICES	_____ 210,754	_____ 210,754
TOTAL AMOUNT APPROPRIATED	\$ 17,494,235	\$ 17,771,793

SECTION 11. APPROPRIATIONS - VOLUNTEERISM - OPERATIONS. There is hereby appropriated, to the Department of Human Services - Administration - Office of Volunteerism, to be payable from the Department of Human Services Paying Account

as designated by the Chief Fiscal Officer of the State, for personal services and operating expenses of the Department of Human Services - Administration - Office of Volunteerism for the biennial period ending June 30, 1991, the following:

ITEM NO.	FISCAL YEARS	
	1989-90	1990-91
(01) REGULAR SALARIES	\$ 293,353	\$ 300,688
(02) PERSONAL SERV MATCHING	77,554	82,197
(03) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSES	\$ 127,140	\$ 127,140
(B) CONF. & TRAVEL	12,237	12,237
(C) PROF. FEES	492	492
(D) CAPITAL OUTLAY	25,823	9,373
(E) DATA PROCESSING	0	0
TOTAL MAINT. & GEN. OPER.	165,692	149,242
TOTAL AMOUNT APPROPRIATED	\$ 536,599	\$ 532,127

SECTION 12. APPROPRIATIONS - VOLUNTEERISM - CASH. There is hereby appropriated, to the Department of Human Services - Administration - Office of Volunteerism, to be payable from the cash funds of the Department of Human Services - Administration - Office of Volunteerism, for operating expenses of the Department of Human Services - Administration - Office of Volunteerism for the biennial period ending June 30, 1991, the following:

ITEM NO.	FISCAL YEARS	
	1989-90	1990-91
(01) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSES	\$ 7,500	\$ 7,500
(B) CONF. & TRAVEL	5,000	5,000
(C) PROF. FEES	2,500	2,500
(D) CAPITAL OUTLAY	5,000	5,000

(E) DATA PROCESSING	_____ 0 _____ 0		
TOTAL MAINT. & GEN. OPER.		_____ 20,000	_____ 20,000
TOTAL AMOUNT APPROPRIATED		\$ 20,000	\$ 20,000

SECTION 13. CLIENT SPECIFIC EMERGENCY SERVICES REVOLVING CASH FUND PAYING ACCOUNT. The Department of Human Services - Finance Division is hereby authorized to establish and maintain as a cash fund account the Client Specific Emergency Services Revolving Fund Paying Account consisting of Federal grants, aids, cash donations, reimbursements and State general revenue, not to exceed a daily balance of \$10,000.00, for delivery of immediate care, short-term or emergency services to eligible clients. Said account shall be established and maintained in accordance with procedures established by the Chief Fiscal Officer for cash funds and shall be administered under the direction of the Director of the Department of Human Services.

SECTION 14. HEALTH PROFESSIONALS PARITY. Any additional compensation or allowances which may be made available to professional health service personnel at the University of Arkansas Medical Sciences Campus may also be made available to those in comparable positions in all divisions or offices of the Department of Human Services. Professional health services personnel shall be limited to all nursing classifications.

SECTION 15. MATCH TRANSFER. The Director of the Department of Human Services, with the approval of the Chief Fiscal Officer of the State, is authorized to effect inter-agency fund transfers for the purpose of providing the State's matching share for payments made to that Division or Office or its service providers for services eligible for federal reimbursement under programs administered by other Divisions or Offices of the Department of Human Services.

SECTION 16. Arkansas Code 25-10-112 is hereby amended to read as follows: "25-10-112. Reallocation of Resources.

(a) Upon determination by the Director of the Department of Human Services that a reallocation of resources within the Department is necessary

for the efficient and effective operation of the Department, the Director (with approval of the Governor) shall have the authority to request, from the Chief Fiscal Officer of the State, a transfer of positions, appropriations, line item appropriations, and/or funds within or between existing and/or newly created Divisions, Offices, Sections or Units of the Department. The Chief Fiscal Officer of the State, prior to approving the request, shall submit his recommendation to the Arkansas Legislative Council for its review.

(b) If it is determined that the requested transfer should be made, the Chief Fiscal Officer of the State shall then initiate the necessary transfer documents to reflect the transfer upon the fiscal records of the State Treasurer, the State Auditor, the Chief Fiscal Officer of the State and the Department of Human Services."

SECTION 17. SPECIAL ALLOWANCE - HAZARDOUS DUTY PAY. The Department of Human Services is hereby authorized to provide special compensation to certain employees for each full pay period (80 hours) worked with patients committed to the Department's forensic service by the Circuit Courts. All of these patients are committed under the Arkansas Criminal Code for evaluation and/or treatment. Also included are the employees who work in cottage or training/testing areas with residents generally described as belonging to a Behavior Treatment Unit. These individuals are characterized by their severely aggressive/destructive behavior. This special pay is to compensate the employee for the increased risk of personal injury.

Rate of pay will be one step above regular authorized Grade and Step or one step above authorized shift differential if applicable. Payment will be controlled through personnel actions by Administrative Services, Personnel Section. Rate of pay for individuals who work less than a full pay period (80 hours) and/or transfer to other work areas not defined above will be compensated on a pro rata basis.

Eligible classifications are restricted to:

Mental Health Aide

Mental Health Worker

LPTN I

LPTN II

LPTN Supervisor

LPN I  
LPN II  
Nurse I  
Nurse II  
Nurse Supervisor  
Nursing Services Specialist  
Occupational Therapist II  
Social Service Worker II  
Social Worker I  
Social Worker II  
Social Worker III  
Institutional Instructor I  
Institutional Instructor II  
Public Safety Officer I  
Public Safety Officer II  
Uniform Commander  
Public Safety Director  
Psychology Examiner II  
Psychologist  
Psychologist Supervisor  
Recreational Activity Leader I  
Recreational Activity Leader II  
Recreational Activity Leader Supervisor  
MR Aide Trainee  
MR Aide I  
MR Aide II  
MR Aide Supervisor  
Habilitation/Rehabilitation Instructor I  
Cottage Life Program Supervisor  
Psychological Examiner I  
Psychological Examiner II  
Psychological Intern  
Secretary I  
Youth Services Program Manager  
Youth Services Cottage Life Program Coordinator  
Youth Services Counselor I

Youth Services Counselor II  
Houseparent  
Houseparent Supervisor  
DDS Team Leader  
Secretary II  
Habilitation/Rehabilitation Instructor II  
Institutional Instructor Assistant

SECTION 18. EXTRA SALARIES. There is hereby authorized for the Department of Human Services for the 1989-91 biennium the following increases in salaries for certain positions provided in the regular salary schedule of Department of Human Services and to be in addition to the annual amounts as established by the Uniform Classification and Compensation Act, as amended: for full-time physicians certified by the American Speciality Boards, a rate of pay not to exceed an additional \$4,500 per year; for each full-time physician eligible to be certified by the American Speciality Boards, a rate of pay not to exceed \$2,500 per year. If certified in Child Psychiatry, an additional \$2,500 per year will be allowed with the total not to exceed \$7,000. If certified in Forensic Psychiatry, an additional \$2,500 per year will be allowed with the total not to exceed \$7,000. In the event the physician is not a full-time employee, the amount specified herein shall be adjusted proportionately to the amount of time worked for the Department of Human Services by that physician.

SECTION 19. DISBURSING OFFICERS. The designated Disbursing Officers for the Arkansas Department of Human Services are hereby authorized to complete and sign one certification for each state voucher or other designated document that authorizes the Auditor of State, or other official, to draw a state warrant or check on a bond administered by the Arkansas Department of Human Services.

The voucher or other authorizing document can consist of one or more pages and in the event that more than one page is used, then the designated Disbursing Officer is to manually sign the last page only, and any certification is to be so worded that it will apply to all pages of the document.



SECTION 20. SHIFT DIFFERENTIAL. Nursing personnel, even those currently in Step 10, who are regularly assigned to day shift duty, may receive shift differential payment for hours worked after 3 p.m. and before 8 a.m. providing they work a minimum of 4 hours within that time frame on a given work day.

SECTION 21. SPECIAL RATES OF PAY. Due to the highly competitive job market conditions for health professionals and the necessity of recruiting and retaining qualified personnel, the Department of Human Services is authorized special rates of pay for current and new employees up to the levels listed under subsection (a) below:

(a) Special rates may be authorized for the following classifications only, as indicated herein:

Class

Code	Title	Grade	Step
L134	Psychologist Supervisor	25	08
L124	Psychologist	23	08
L061	M.R. Aide Supervisor	13	06
L059	M.R. Aide II	11	06
L181	Mental Health Aide	11	06
L057	M.R. Aide I	09	06
L061	M.R. Aide Trainee	07	06
L055	Mental Health Aide	07	06

SECTION 22. TRANSFER OF FUNDS. Where it has been found that because of recruiting difficulties within scarce professions in institutions/facilities of the Department of Human Services, it is necessary to acquire professional services to meet federal staffing standards through contracting with individuals or institutions, the director of the Department of Human Services and the Chief Fiscal Officer of the State, after seeking prior review by the Arkansas Legislative Council, are hereby authorized to transfer funds and appropriations from Regular Salaries to Maintenance and General Operations and Purchase of Service appropriations in the amount necessary to acquire the services.

SECTION 23. PURCHASE OF AUTOMOBILES. The Department of Human Services is hereby exempt from Arkansas Code \_ 22-8-206 insofar that federal funds

and state general revenues necessary to match the federal funds, may be transferred to the Motor Vehicle Acquisition Revolving Fund when the Director of the Department of Finance and Administration has determined that the Department of Human Services has sufficient funding which may be used to purchase requested vehicles.

SECTION 24. OVERTIME. Nursing Service personnel may be paid overtime for hours worked in excess of scheduled work hours on a given work day regardless of holiday, vacation, or sick leave falling in the work week if:

1. Emergency coverage situations exist, i.e., inclement weather, disaster, etc. and
2. Authorization has been given by Agency's Deputy Director upon request/recommendation of senior nursing supervisors. Employees exempt from Fair Labor Standards Act (FLSA), whose regular workday requires more than eight (8) hours, may not be paid overtime for regularly scheduled hours.

SECTION 25. DHS CONSOLIDATED COST REVOLVING FUND. The State Treasurer is hereby authorized to establish a revolving fund for the Department of Human Services, Division of Management Services for the purposes of providing a system to charge consolidated costs for such items as: postage, vehicle maintenance, vehicle insurance, vehicle license and title fees, tires and tubes, fuel, credit card purchases, office supplies, micrographic supplies, sales and use taxes and various other licenses and permits. These items will be purchased by the Division of Management Services through the use of the revolving fund and charged to each Division and Office as that Division or Office uses it. This will allow for the expenditure to be appropriately charged to the benefiting program. The replenishment of the revolving fund will consist of such funds as budgeted by the division and offices for these items of cost which could be general revenue, special revenue, federal funds, cash funds or any other funds under the authority of the divisions and offices. Said account shall be replenished as needed but not less than six times per fiscal year. Said account shall be established and maintained in accordance with procedures established by the Chief Fiscal Officer. The Department of Human Services shall have one time transfer authority to establish the DHS Consolidated Cost Revolving Fund. The initial transfer of funds to this account shall be made from the general revenue funds of the

various DHS Divisions and Offices participating in the account.

SECTION 26. It is the intent of the General Assembly that funds disbursed under the authority of the appropriations contained in this Act shall be in compliance with the following requirement:

1. The Division of Management Services shall develop and implement a personnel process which includes specific time frames and procedures for hiring personnel.

SECTION 27. REPORTING REQUIREMENTS. The Department of Human Services - Division of Finance shall file a monthly report with the Arkansas Legislative Council which shall provide an accounting of monthly and year-to-date expenditures for administration and grants for the fiscal year by divisions, and the projected expenditures and balances at the end of the fiscal year.

SECTION 28. GRANTS-IN-AID - CONDITIONS FOR RECEIVING FUNDS. Any private nonprofit community-based agency that receives grants-in-aid through the Department of Human Services for the provision of services, as a condition of receiving such funds, shall:

(1) Meet minimum standards of performance in the delivery of services as defined by the Department of Human Services' Division or Office from which the grant-in-aid is awarded.

(2) Supply statistical data to the Department of Human Services; and

(3) Establish and maintain a sound financial management system in accordance with guidelines as set forth by the Department of Human Services.

SECTION 29. Advance disbursements of funds to providers made under payment methodologies are authorized when approved in advance by the State Chief Fiscal Officer.

SECTION 30. COMPLIANCE WITH OTHER LAWS. Disbursement of funds authorized by this Act shall be limited to the appropriation for such agency and funds made available by law for the support of such appropriations; and the restrictions of the State Purchasing Law, the General Accounting and Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary Procedures and Restrictions Act, or their successors, and other fiscal control

laws of this State, where applicable, and regulations promulgated by the Department of Finance and Administration, as authorized by law, shall be strictly complied with in disbursement of said funds.

SECTION 31. LEGISLATIVE INTENT. It is the intent of the General Assembly that any funds disbursed under the authority of the appropriations contained in this Act shall be in compliance with the stated reasons for which this Act was adopted, as evidenced by the Agency Requests, Executive Recommendations and Legislative Recommendations contained in the budget manuals prepared by the Department of Finance and Administration, letters, or summarized oral testimony in the official minutes of the Arkansas Legislative Council or Joint Budget Committee which relate to its passage and adoption.

SECTION 32. All provisions of this Act of a general and permanent nature are amendatory to the Arkansas Code of 1987 Annotated and the Arkansas Code Revision Commission shall incorporate the same in the Code. Act 918 of 1989 is hereby repealed.

SECTION 33. EMERGENCY CLAUSE. It is hereby found and determined by the Seventy-Seventh General Assembly, that the Constitution of the State of Arkansas prohibits the appropriation of funds for more than a two (2) year period; that the effectiveness of this Act on July 1, 1989 is essential to the operation of the agency for which the appropriations in this Act are provided, and that in the event of an extension of the Regular Session, the delay in the effective date of this Act beyond July 1, 1989 could work irreparable harm upon the proper administration and provision of essential governmental programs. Therefore, an emergency is hereby declared to exist and this Act being necessary for the immediate preservation of the public peace, health and safety shall be in full force and effect from and after July 1, 1989.