

AGENDA
Uniform Personnel Classification and Compensation Plan Subcommittee
of the
Arkansas Legislative Council

Wednesday, August 17, 2016

01:30 PM

Room B, MAC

Little Rock, Arkansas

Sen. Uvalde Lindsey, Co-Chair
Sen. Jim Hendren, Vice-Chair
Sen. Joyce Elliott
Sen. Linda Chesterfield
Sen. Ronald Caldwell
Sen. Bruce Maloch
Sen. Keith Ingram
Sen. David J. Sanders
Sen. Bill Sample, ex-officio
Sen. Terry Rice, ex-officio

Rep. Lanny Fite, Co-Chair
Rep. John Payton, Vice-Chair
Rep. Jeff Wardlaw
Rep. David Meeks
Rep. Nate Bell
Rep. Scott Baltz
Rep. Mathew W. Pitsch
Rep. Michael John Gray
Rep. David L. Branscum, ex-officio
Rep. Mark Lowery, ex-officio

A. Call to Order

B. Communications

1. Quarterly Employment Report-Fourth Quarter FY2016
 - (A) State Agencies
 - (B) Institutions of Higher Education
2. Chief Fiscal Officer of the State Special Entry Rate/Labor Market/Movement Report
(Mr. Larry Walther, Director)
3. Report of Grid Movements and Usage
 - University of Arkansas for Medical Science - (Dr. Daniel Rahn, Chancellor)
 - Bank Department - (Ms. Candace Franks, Commissioner)
 - Department of Correction - (Ms. Wendy Kelley, Director)
 - Department of Education - (Mr. Johnny Key, Commissioner of Education)
 - Department of Health - (Dr. Nathaniel Smith, Director)
 - Department of Human Services – (Ms.Cindy Gillespie, Director)
 - State Police – (Colonel William Bryant, Director)
4. Department of Higher Education – Provisional Positions Report including new and continued positions. Thirty-six (36) new positions approved for nine (9) Four-Year Institutions of higher education and fifty-one (51) new positions approved for eleven (11) Two-Year Institutions of higher education for educational projects made possible by new funds from additional federal funds, grants, gifts, or collections received by the institutions. (Dr. Maria Markham, Director)
 - (A) Arkansas Public Higher Education New & Continued Provisional Positions Report Four-Year Institutions
 - (B) Arkansas Public Higher Education New & Continued Provisional Positions Report Two-Year Institutions
5. Notification from the Arkansas Public Employees Retirement System for the utilization of the authorized temporary pool positions for the fourth quarter of fiscal year 2016 (03/01 – 6/30/2016). Nine of ten positions were utilized during this period as reflected in the table provided: (Ms. Gail Stone, Executive Director)
6. Notification of Emergency Review of a Growth Pool position request by the Department of Human Services for the establishment of five (5) positions. Four (4) positions are classified as D006N State System Architect at grade N907 and one (1) position as a N100N DHS/DMS ADD-Medical Services at grade N906. The request was approved on an emergency basis by Chairs of both the Arkansas Legislative Council and the

Note: All exhibits for this meeting are available by electronic means and are accessible on the General Assembly's website at www.arkleg.state.ar.us

Notice: Silence your cell phones. Keep your personal conversations to a minimum. Observe restrictions designating areas as "*Members and Staff Only*"

Uniform Personnel Classification and Compensation Plan Subcommittee. (Ms.Cindy Gillespie, Director)

C. Exceptionally Well Qualified Special Entry Rate

Agency: Arkansas Liquefied Petroleum Gas Board (Mr. Pete Strozier, Chairman)
Applicant: Kevin Pfalser
Classification: N165N, LP Gas Board Director
Grade: N901
Salary Range: \$65,000-\$81,250
Salary Requested: \$80,000
Salary Recommended: \$80,000

D. Requests to obtain pool positions from Dept of Higher Education Central Pool positions established by Act 236 of 2016.

1. Establishment of ten (10) non-classified positions from Higher Education Central Pool for Southern Arkansas University (SAU) (Dr. Trey Berry, President)

Requested

Title: Assistant Professor
LIM-FY17: \$93,180
Number of Positions: 10

Recommended

Title: Asst. Professor
LIM-FY17: \$93,180
Number of Positions: 10

2. Establishment of twenty (20) non-classified positions from Higher Education Central Pool for Arkansas State University-Jonesboro (ASUJ) (Dr. Charles Welch, President)

Requested

Title: Part-time Faculty
LIM-FY17: \$43,473
Number of Positions: 15

Recommended

Title: Part-Time Faculty
LIM-FY17: \$42,873
Number of Positions: 15

Requested

Title: Graduate Assistant
LIM-FY17: \$27,262
Number of Positions: 5

Recommended

Title: Graduate Assistant
LIM-FY17: \$26,886
Number of Positions: 5

3. Establishment of one (1) non-classified positions from Higher Education Central Pool for Southeast Arkansas College (SEARK) (Dr. Stephen Hilterbran, President)

Requested

Title: Director of Human Resources/Services
LIM-FY17: \$101,534
Number of Positions: 1

Recommended

Title: Director of Human Resources/Services
LIM-FY17: \$101,534
Number of Positions: 1

4. Request from Department of Higher Education for the continuation of seven (7) Central Pool positions effective through FY2017.

University of Central Arkansas (UCA)

Title: Campus Equipment and Facilities Specialist
LIM-FY17: \$51,500
Number of Positions: 3

Arkansas University-Mountain Home (ASUMH)

Title: Institutional Services Shift Supv
Grade-FY17: C107
Number of Positions: 1

Black River Technical College (BRTC)

Title: Administrative Assistant
Grade-FY17: C115
Number of Positions: 1

Title: Bookstore Manager
Grade-FY17: C115
Number of Positions: 1

University of Arkansas Community College at Morrilton (UACCM)

Title: Network Support Specialist
Grade-FY17: C123
Number of Positions: 1

E. Requests to obtain pool positions from OPM Surrender Pool established by A.C.A. §21-5-225(a).

1. Agency: Arkansas Department of Education (Mr. Johnny Key, Commissioner)

<u>Positions Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22082751	Administrative Specialist II	C073C	C109
22129098	Public School Program Advisor	E019C	C122

<u>Classification Requested</u>	<u>Class Code</u>	<u>Grade</u>
Public School Program Manager	E006C	C126

2. Agency: Arkansas Department of Education (Mr. Johnny Key, Commissioner)

<u>Positions Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22082862	Public School Program Advisor	E019C	C122
22129072	Public School Program Advisor	E019C	C122

<u>Classification Requested</u>	<u>Class Code</u>	<u>Grade</u>
Public School Program Manager	E006C	C126

3. Agency: Arkansas Agriculture Department (Mr. Wesley Ward, Director)

<u>Position Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22094758	Administrative Analyst	C037C	C115

<u>Classification Requested</u>	<u>Class Code</u>	<u>Grade</u>
Agriculture Program Manager	B049C	C120

4. Agency: Arkansas Insurance Department (Mr. Allen Kerr, Commissioner)

<u>Position Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22088058	Criminal Insurance Fraud Director	N115N	N904

<u>Classification Requested</u>	<u>Grade</u>
Deputy Commissioner of Criminal Investigations	N914

5. Agency: Department of Human Services (Ms. Cindy Gillespie, Director)

<u>Position Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22102748	Stock Clerk	V031C	C102
22100954	Mail Services Assistant	C088C	C105
22103151	Shipping & Receiving Clerk	V030C	C105

<u>Position Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22101583	Administrative Specialist I	C087C	C106
22110544	Administrative Specialist I	C087C	C106
22101049	Administrative Specialist I	C087C	C106
22110939	Administrative Specialist I	C087C	C106
22099755	Administrative Specialist I	C087C	C106
22099497	Administrative Specialist I	C087C	C106
22111973	Warehouse Worker	V028C	C106
22099789	Equipment Technician	S070C	C107
22102367	Fiscal Support Technician	A102C	C108
22103895	Maintenance Assistant	S065C	C108
22102615	Patient Account Specialist	C066C	C109
22078393	Patient Account Specialist	C066C	C109
22102382	Administrative Specialist II	C073C	C109
22109483	Administrative Specialist II	C073C	C109
22103129	Administrative Specialist II	C073C	C109
22103220	Administrative Specialist II	C073C	C109
22100993	Administrative Specialist II	C073C	C109
22099304	Patient Account Specialist	C066C	C109
22104303	Human Resources Assistant	R038C	C110
22110820	Human Resources Assistant	R038C	C110
22100721	Volunteer Services Coordinator	M078C	C111
22101484	Administrative Specialist III	C056C	C112
22102421	Administrative Specialist III	C056C	C112
22099380	Administrative Specialist III	C056C	C112
22100269	Administrative Specialist III	C056C	C112
22098157	Administrative Specialist III	C056C	C112
22103693	Fiscal Support Specialist	A098C	C112
22097450	Fiscal Support Specialist	A098C	C112
22104354	Fiscal Support Specialist	A098C	C112
22111201	Fiscal Support Specialist	A098C	C112
22100472	Accountant I	A089C	C116

<u>Classification Requested</u>	<u>Class Code</u>	<u>Grade</u>
4- DHS IT Senior Engineer	New	N906
1- DHS Dep Chief Procurement Officer	New	N905

Request from DHS for Establishment of five (5) Additional Classifications:

<u>New Classification Titles</u>	<u>Grade</u>
DHS Chief Financial Officer	N916
DHS Dep Chief Fin Officer-Medical Services	N915
DHS Dep Chief Fin Officer-Human Services	N912
DHS Eligibility System Program Manager	N906
DHS Dep Dir Legislative Affairs	N901

F. Request from Arkansas Waterways Commission to obtain a temporary transition pool established by A.C.A. §21-5-225(c).

Agency: Arkansas Waterways Commission (Mr. Gene Higginbotham, Executive Director)

<u>Classification Requested</u>	<u>Class Code</u>	<u>Grade</u>
Business Operations Specialist	C022C	C116

G. Request from the Administrative Office of the Courts for the following classification title for use in implementation of one (1) Miscellaneous Federal Grant Program Appropriation Positions (A.C.A. §19-7-501 et.seq.) (Mr. J.D. Gingerich, Director)

<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
Development Specialist	P065C	C119 (1 position)

H. Request for the establishment of a Salary Administration Grid for Licensed Attorney positions for all agencies covered by the Classification and Compensation Act.

I. Employee Disclosure/Certification and Employment of Family Members Request established by A.C.A § 21-1-402(b).

1. Agency: The Office of the Governor (Mr. Jon Gilmore, Director)
Applicant: Ms. Phyllis Bell, spouse of Representative Nate Bell
Classification: Q108U, Governor's Office Executive Assistant I
Position number: 22096789
Proposed Salary: \$80,000
LIM: \$81,426

2. Agency: Arkansas State University-Beebe (ASU-B) (Dr. Karla Fisher, Chancellor)
Applicant: Ms. Carissa Gillam, spouse of Representative Jeremy Gillam
Classification: G195C, Higher Education Institution (HEI) Program Coordinator
Grade: C116
Position Number: 039
Proposed Salary: \$30,713

3. Agency: University of Arkansas for Medical Sciences (UAMS)-Center for Health Improvement (ACHI) (Dr. Daniel Rahn, Chancellor)
Applicant: ShaRhonda Love, spouse of Representative Fredrick Love
Classification: Compliance Officer
Position Number: 50050209
Proposed Salary: \$65,000
LIM: \$170,952

J. DFA Request for Labor Market Rate and Movement of a Current Incumbent. (Mr. Larry Walther, Director)

Agency: The Department of Finance & Administration-Office of Procurement
Applicant: Mr. Edward Armstrong
Classification: N031N, DFA State Procurement Administrator
Grade: N909
Current Salary: \$100,077
Requested Salary: \$108,250

K. Other Business

L. Adjournment