

**Department of Transformation and Shared Services**

Governor Asa Hutchinson

Secretary Amy Fecher

Director Kay Barnhill

Senator Cecile Bledsoe, Chairman
Representative Jeff Wardlaw, Chairman
Arkansas Legislative Council
State Capitol Building, Room 315
Little Rock, Arkansas 72201

RE: Supplemental Item

Dear Co-Chairs:

I respectfully request suspension of the rule by the Legislative Council for review of the attached request from the Department of Commerce – Division of Workforce Services. This request is to establish nine (9) pool positions from the Workforce Services pool as authorized by Act 334, Section 29 of 2019. These positions are necessary to assist with the state's efforts to provide benefits and support for expanded unemployment programs.

This request was received after the deadline for submission to the Legislative Council, but we are requesting consideration in this May meeting.

Sincerely,

A handwritten signature in blue ink that reads "Amy Fecher".

Amy Fecher, Secretary
Department of Transformation and Shared Services

Attachments



Department of Transformation and Shared Services

Governor Asa Hutchinson

Secretary Amy Fecher

Director Kay Barnhill

May 14, 2020

Senator David Wallace, Co-Chairperson
Representative Jim Wooten, 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 Department of Commerce – Division of Workforce Services (DWS) for your review:

The Department of Commerce requests nine (9) pool positions from the DWS Growth Pool established by Act 334 Section 19.

The Director of the Department of Workforce Services, after receiving the approval of the Office of Personnel Management, and after seeking the prior review by the Arkansas Legislative Council or Joint Budget Committee, shall have the authority to establish such new or additional full time positions as may become necessary to carry out the objectives of the program and/or to meet Federal requirements of new and/or expanded programs where such needs are financed by federal funds; provided that not more than two hundred persons may be employed in addition to those authorized in the salary schedule and that the rate of pay shall not exceed those set out in the salary schedule for comparable positions as authorized under the provision of the Regular Salaries section of this Act.

The requested authorized classifications for the nine (9) pool positions are listed below:

<u>CLASSIFICATION REQUESTED</u>	<u>PAY GRADE</u>	<u>SALARY RANGE</u>
(2) G110C, DWS Program Manager	GS09	\$50,222 – \$72,822
(7) G217C, DWS Workforce Specialist	GS06	\$36,155 – \$52,425

JUSTIFICATION

The Department of Commerce – Division of Workforce Services currently has seven positions authorized as G110C, DWS Program Manager and 329 positions authorized as G217C, DWS Workforce Specialist. The Coronavirus Aid, Relief, and Economic Security (CARES) Act was recently passed as a result of the evolving Global Pandemic. This allowed for the creation of

Office of Personnel Management

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Senator David Wallace, Co-Chairperson
Representative Jim Wooten, Co-Chairperson
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three new unemployment programs impacting citizens in Arkansas. Since this Global Pandemic, and this resultant Act, was unanticipated DWS does not have the necessary personnel to properly assist our citizens. The addition of these nine positions will help the agency efficiently respond to the increased demands.

The anticipated cost for the requested positions including match is \$445,446.

RECOMMENDATION

The Office of Personnel Management has reviewed this request from the Department of Commerce – Division of Workforce Services and recommends approval of these nine (9) pool positions for the remainder of this fiscal year and to continue for 2021 fiscal year. The agency possesses sufficient funding to support this growth pool position request.

Your approval of this request is greatly appreciated.

Sincerely,

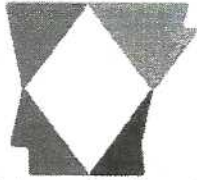


Kay Barnhill, Director
Office of Personnel Management



Secretary, Transformation & Shared Services

05/14/2020
Date



Arkansas Division of
Workforce Services



Michael Preston
SECRETARY OF COMMERCE
Charisse Childers, Ph.D.
DIRECTOR,
DIVISION OF WORKFORCE SERVICES

May 7, 2020

Ms. Kay Barnhill, DFA State Personnel Administrator
Office of Personnel Management
P. O. Box 3278
Little Rock, Arkansas 72203

Dear Ms. Barnhill:

The Arkansas Division of Workforce Services (ADWS) is requesting emergency approval to obtain 9 positions from the DWS Growth Pool. Below are the requested classifications:

<u>CLASSIFICATION</u>	<u>CLASS CODE</u>	<u>GRADE</u>	<u>NUMBER OF POSITIONS</u>
DWS Program Manager	G110C	GS09	2
DWS Workforce Specialist	G217C	GS06	7

With the passage of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, unemployment insurance benefits have been expanded for those Arkansans affected by the COVID-19 pandemic. Specifically, the CARES Act created three unemployment programs: (1) Pandemic Unemployment Assistance; (2) Pandemic Emergency Unemployment Compensation; and (3) Federal Pandemic Unemployment Compensation.

As each program becomes available, more and more citizens are having need of the services of ADWS. This has created the necessity for our Agency to bring on more staff in order to provide the benefits and support made accessible through the Act. Our goal is to provide these services as efficiently as possible, and I believe this can be achieved with the proper amount of staff on board. Currently, we do not have a sufficient number of positions to meet the required responsibilities, as this public health emergency and its impact was unanticipated.

As the number of Arkansans seeking our help continues to grow, approval of the above request will ensure that we will be able to support the activities mandated by the CARES Act. Therefore, your favorable consideration is appreciated.

Sincerely,

Charisse Childers, Ph.D.
Director