



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

**EXHIBIT H**  
 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

June 18, 2019

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 for the continuation of previously approved pool positions for the 2020 fiscal year. The requested positions for continuation are attached.

Currently there is one (1) Growth Pool and ten (10) Surrender Pool positions from six (6) state agencies that are not included in the FY20 appropriation acts.

After review of the request, the Office of Personnel Management **recommends** the approval of the continuation of these previously approved pool positions for FY20. Your consideration of this request is greatly appreciated.

Sincerely,

Kay Barnhill  
 State Personnel Administrator

Chief  
 Chief Fiscal Officer of the State of Staff

JUN 17 2019

Date

KB/sd:1

**POOL POSITION CONTINUATIONS FY20**

<b>AGENCY</b>	<b>POSITION</b>	<b>CLASS CODE</b>	<b>TITLE</b>	<b>GRADE</b>	<b>PAY RANGE</b>	<b>TYPE</b>
Arkansas Public Employee Retirement System	22176239	A083C	Retirement Analyst	GS06	\$36,155- \$52,424	Surrender
Arkansas Public Employee Retirement System	22176240	A083C	Retirement Analyst	GS06	\$36,155- \$52,424	Surrender
Arkansas Public Employee Retirement System	22176241	A083C	Retirement Analyst	GS06	\$36,155- \$52,424	Surrender
Department of Information Systems	22176213	D123C	Database Administrator	IT08	\$71,704- \$103,970	Surrender
Department of Community Corrections	22176845	D012C	Database Specialist	IT08	\$71,704- \$103,970	Surrender
Department of Career Education	22176922	E061C	ACE Program Coordinator	GS10	\$56,039- \$81,256	Surrender
Department of Career Education	22176445	D007C	Information Systems Manager	IT08	\$71,704- \$103,970	Growth
Arkansas Economic Development Commission	22176383	G294C	AEDC Senior Counsel	GS14	\$86,887- \$125,986	Surrender
Arkansas Economic Development Commission	22176638	N225N	AEDC Director, Strategic Support Services	GS15	\$96,960- \$140,592	Surrender
State Crime Laboratory	22177171	B053C	Forensic Scientist	GS08	\$45,010- \$65,264	Surrender
State Crime Laboratory	22177172	B094C	Forensic Technician	GS05	\$32,405- \$46,987	Surrender



May 13, 2019

Kay Barnhill, Administrator  
Office of Personnel Management  
1509 West 7<sup>th</sup> Avenue, Suite 201  
Little Rock, AR 72203 - 3278



Dear Ms. Barnhill,

This letter is to request the continuation of four pool positions obtained by the Arkansas Public Employees Retirement System (APERS) during the 2019 fiscal year.

The positions are listed below with the projected annual cost including the projected merit increase.

- ❖ Position #22175734 authorized as D006N, State Systems Architect; projected Annual Cost: \$106,639
- ❖ Position #22176239 authorized as A083C, Retirement Analyst; projected annual Cost: \$36,155
- ❖ Position #22176240 authorized as A083C, Retirement Analyst; projected annual Cost: \$41,619
- ❖ Position #22176241 authorized as A083C, Retirement Analyst; projected annual Cost: \$37,601

The State Systems Architect position is needed to support our IT department and the new COMPASS System. The position has been, and will continue to be, critical to the success of the IT department.

The Retirement Analysts positions are needed to adequately staff the APERS Call Center and to provide continuing prompt excellent customer service to our members.

Your consideration and approval of this request would be greatly appreciated.

Sincerely,

Duncan Baird  
Executive Director

May 29, 2019

Ms. Kay Barnhill  
Office of Personnel Management  
1509 West Seventh Street  
Little Rock, AR 72201




Dear Ms. Barnhill:

The Department of Information Systems is requesting to continue the pool position for the classification listed below for FY 2019/2020.

Position	Clas	Title	Entry
22176213	D123C	Database Administrator	\$71.704

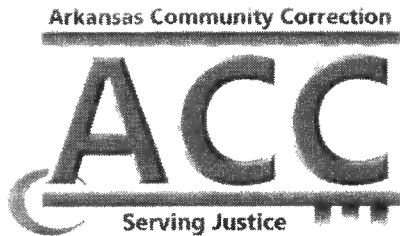
This position is responsible for designing, implementing, and coordinating the operation of mulifacted data systems. This position designs database systems and test programs to ensure projects meet customer requirements. This is a critical position for the agency. This is a billable position.

Thank you for consideration,



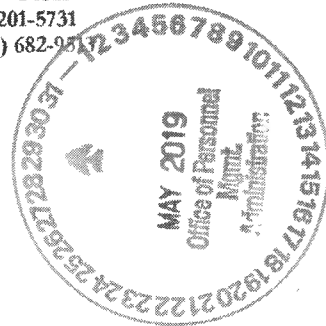
Nancy Jauernig

DIS Human Resources Director



# Arkansas Community Correction

Two Union Nation Plaza Building  
105 West Capitol, 3<sup>rd</sup> Floor  
Little Rock, AR 72201-5731  
(501) 682-9510 (501) 682-9517



May 28, 2019

Ms. Kay Barnhill  
1509 West Seventh Street  
Little Rock, AR 72201

Dear Ms. Barnhill,

Arkansas Department Community Correction (ACC) is requesting the continuation of the following pool position for Fiscal Year 2020:

<u>Class Code</u>	<u>Classification</u>	<u>Grade</u>
D012C	Database Specialist	IT08

### Database Specialist

This position is responsible for analyzing data within the agency to assist with evidence-based decision making and strategic planning. The continuation of this position also allows the continued elimination of an external consultant for the yearly recidivism report. New analytical processes are readily available to the agency with the use of this position.

In conclusion, public safety is ACC's top priority and the approval of this previously approved growth pool position significantly increases ACC's ability to produce and manage information.

Respectfully,

Kevin Murphy  
Director

STATE OF ARKANSAS



Asa Hutchinson  
*Governor*

**Department of Career Education**  
**Arkansas Rehabilitation Services**  
D. Alan McClain, *Commissioner*

Charisse Childers, Ph.D.  
*Director*

May 24, 2019

Kay Barnhill, State Personnel Administrator  
Office of Personnel Management, Suite 201  
Arkansas Department of Finance and Administration  
Post Office Box 3278  
Little Rock, Arkansas 72203-3278



RE: Fiscal Year 2020 Pool Positions

Dear Ms. Barnhill:

The purpose of this letter is to request permission to continue the use of Pool Positions presently assigned to the agency. The Information Systems Manager and ACE Program Coordinator positions are needed to achieve the quality of work required within the Department of Career Education.

Due to the nature of the mandatory duties associated with the listed positions, the roles cannot be absorbed by another staff member. Possible audit findings and financial loss are potential risks associated with the elimination of the aforementioned pool positions.

Your support of our request is appreciated. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Charisse Childers".

Charisse Childers, Ph.D., Director

STATE OF ARKANSAS



Asa Hutchinson  
*Governor*

**Department of Career Education**  
**Arkansas Rehabilitation Services**  
D. Alan McClain, *Commissioner*

Charisse Childers, Ph.D.  
*Director*

**Fiscal Year 2020 Pool Positions**

<u>Bus.</u>	<u>Pos. Num.</u>	<u>Class</u>	<u>Title</u>	<u>Grade</u>	<u>Salary</u>
0590	22176922	E061C	ACE Program Coordinator	GS10	\$56,039- \$81,256
0590	22176445	D007C	Information Systems Manager	IT08	\$71,704- \$103,970



Office of Human Resources

P.O. Box 1437, Slot W301 · Little Rock, AR 72203-1437
501-682-6499 · Fax: 501- 682-6569



May 24, 2019

Mr. Larry W. Walther, Director
Department of Finance and Administration
Office of Personnel Management
1509 West 7th Street
Little Rock, Arkansas 72203



RE: Continuation of Pool Positions for FY 2020

Mr. Walther:

The Department of Human Services is requesting the continuation of our pool positions received in FY19. Below are the positions and titles.

Table with 6 columns: AGENCY, POS NUMBER, CLASS CODE, POSITION NAME, GRADE, SALARY RANGE. It lists four positions from the Department of Human Services, including DHS Chief Financial Officer, DHS Early Childhood Education Director, and two Records Intake Supervisor roles.

Should further information be required, please contact me at 320-6250.

Sincerely,

Damian Hicks (handwritten signature)

Damian Hicks
DHS Chief Human Resources Officer





ASA HUTCHINSON | Governor MICHAEL PRESTON | Executive Director

May 23, 2019



Ms. Kay Barnhill
Administrator
Office of Personnel Management
1509 West Seventh Street, Suite 201
Post Office Box 3278
Little Rock, Arkansas 72203-3278

Re: Continuation Requests for Fiscal Year 2019-2020

Dear Ms. Barnhill:

In your memo of May 9, 2019 you requested that AEDC notify you of any pool positions not included in our appropriation act for FY 2019-20 that we require to be continued into the new fiscal year. We have two positions that meet this criteria:

Table with 6 columns: Position No., Auth. Class, Auth. Title, Grade, Incumbent, Salary. Contains two rows of position data.

Continuing the above positions is necessary for the ongoing operation of the agency. In exchange for these two positions, AEDC has already surrendered three positions to the pool. The above salary amounts are also included in our budget for FY 2019-20.

Thank you in advance for your favorable consideration of this request. In the meantime, if you have any questions, please do not hesitate to contact me.

Sincerely,

Handwritten signature of Michael Preston

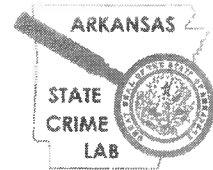
Michael Preston
Executive Director



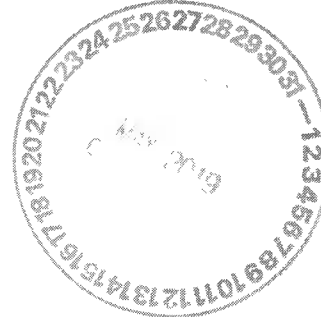
# ARKANSAS STATE CRIME LABORATORY



Asa Hutchinson  
Governor



Kermit B. Channell, II  
Executive Director



May 20, 2019

Ms. Kay Barnhill, State Personnel Administrator  
1509 West 7<sup>th</sup> Street  
Little Rock, Arkansas 72201

Dear Ms. Barnhill,

We are requesting the current two pool positions obtained through Joint Budget Committee and your office be continued into Fiscal Year 2020.

Forensic Scientist	Position number 22177171	Class Code B053C	Grade GS08
Forensic Technician	Position number 22177172	Class Code B094C	Grade GS05

Please let me know if you have any questions or concerns,

Sincerely,

A handwritten signature in cursive script that reads "Sandra R. Bargiel".

Sandra R Bargiel  
HR Manager

#3 Natural Resources Drive • P.O. Box 8500 • Little Rock, Arkansas 72215

Fax 501-227-0713  
Phone 501-227-5747  
Laboratory Services

Fax 501-221-1653  
Phone 501-227-5936  
Medical Examiner