



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

EXHIBIT L
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 on-call differentials for FY20. The requested differentials for continuation are listed below.

AGENCY	TITLE	FY19 COST	POSITIONS AFFECTED
Emergency Management	ALL	\$1,168	51
Department of Human Services	ALL	\$43	1
Department of Agriculture	X058C, Agriculture Commodity Area Supervisor, GS07 (\$40,340- \$59,493)	\$5,213	2
Department of Agriculture	X132C, Agriculture Commodity Compliance Inspector, GS05 (\$32,405- \$46,987)	\$14,481	8
Department of Agriculture	X149C, Agriculture Commodity Compliance Specialist, GS04 (\$29,046- \$42,116)	\$0	0
Military Department	S022C, Skilled Trades Supervisor, GS05 (\$32,405- \$46,987)	\$15,203	3
Military Department	S031C, Skilled Tradesman, GS04 (\$29,046- \$42,116)	\$26,060	6
	TOTAL	\$62,168	71

Senator David Wallace, Co-Chairperson
Representative Jim Wooten, Co-Chairperson
June 18, 2019
Page 2

After review of the requests, the Office of Personnel Management **recommends** the approval of the continuation of these previously approved on-call differentials for FY20. Your consideration of this request is greatly appreciated.

Sincerely,



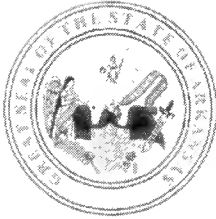
Kay Barnhill
State Personnel Administrator

Carla Hawaem, Chief of Staff
Chief Fiscal Officer of the State

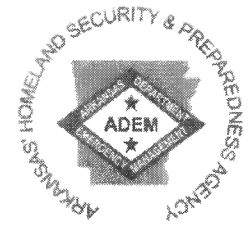
JUN 04 2019

Date

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STATE OF ARKANSAS
DEPARTMENT OF EMERGENCY MANAGEMENT



ASA HUTCHINSON
GOVERNOR

A.J. GARY
DIRECTOR

May 24, 2019

Ms. Kay Barnhill, OPM Administrator
DF&A Office of Personnel Mgmt.
P.O. Box 3278
Little Rock, AR 72203



Dear Ms. Barnhill,

The Arkansas Department of Emergency Management (ADEM) is requesting the inclusion of the Arkansas Wireless Information Network (AWIN) positions to the following approved On-Call Differential Compensation Plan. This will include the positions listed in this letter as well as any new positions approved by the Personnel Committee. This is in anticipation of the July 1, 2019 transfer of the AWIN program to ADEM.

Documented Need

ADEM is a 24 hour/7 day a week facility which must always be prepared to respond to a myriad of natural and man-made disasters and events which endanger the lives and property of the citizens of Arkansas. All employees of the agency train and exercise this response to be ready for these situations and must respond immediately when called on to the State Emergency Operations Center (SEOC) to provide assistance to local jurisdictions when these events go beyond their response capabilities. To ensure staffing needs are met during times of anticipated threats, whether man made or natural, on-call teams are identified. While on-call employees have restrictions put on their personal lives in order to be ready if called. This is not optional. When Inclement Weather is offered to most State employees, those identified on-call teams are considered critical personnel and are not offered this benefit. For some it is necessary to stay at ADEM overnight while on-call in lieu of risking their safety on icy roads. Restrictions are also imposed on staff in making choices on their personal time and in their ability to travel when identified as on call in preparation for potential activation in the SEOC.

A condition of employment at ADEM is the assignment of a position within this SEOC. SEOC functions are completely separate from the functions of assigned classified positions worked during regular business hours. There are separate training requirements for SEOC positions as well. Since the mission of the SEOC supersedes the duties of their classified positions during times of disaster, these positions are assigned to all ADEM employees regardless of the FLSA status of the classified positions.


Eligibility Criteria

It is a condition of employment at ADEM to be available to work assigned positions within the SEOC. Each employee is graded on their level of availability and participation in these assigned SEOC positions. Employees are assigned to on-call teams when threat of severe weather is anticipated. Outside of extenuating circumstances, all ADEM staff is required to be available for on-call team assignment. When on-call there is a restriction of personal activities that may cause an inability to report upon notification for duty. The following restrictions are mandatory during on-call:

- Respond as soon as possible not to exceed 90 minute response time
- Prohibit the use of any impairing substance
- Must make personal arrangements so that response time does not exceed 90 minutes
- Agency phone must be charged, ready, and monitored for phone calls, emails, or text messages during restricted on-call status.

The position number and authorized titles for the 20% differential that would be affected are enclosed.

Sincerely,



A.J. Gary

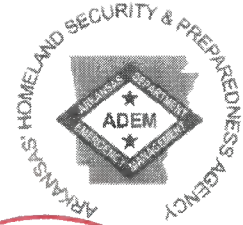
Director and State Homeland Security Advisor

Classifications and Positions Affected for 20% Differential Request

Position	CC	Authorized Title	CG/DG Title
22087341	D007C	STATE SYSTEMS ADMINISTRATOR LEAD	INFORMATION SYSTEMS MANAGER
22087360	D081C	COMPUTER OPERATOR	TELECOMMUNICATIONS SPECIALIST
22087364	D065C	NETWORK SUPPORT ANALYST	
22087415	D065C	NETWORK SUPPORT ANALYST	
22142810	D065C	NETWORK SUPPORT ANALYST	
22142811	D065C	NETWORK SUPPORT ANALYST	
22169317	D122C	IT PROJECT MANAGER	



STATE OF ARKANSAS
DEPARTMENT OF EMERGENCY MANAGEMENT



ASA HUTCHINSON
GOVERNOR

May 24, 2019



Ms. Kay Barnhill, OPM Administrator
DF&A Office of Personnel Mgmt.
P.O. Box 3278
Little Rock, AR 72203

Dear Ms. Barnhill,

The Arkansas Department of Emergency Management is requesting a continuance of the following approved On-Call Differential Compensation Plan. This will include the positions listed in this letter as well as any new positions approved by the Personnel Committee.

Documented Need

The Arkansas Department of Emergency Management (ADEM) is a 24 hour/7 day a week facility which must always be prepared to respond to a myriad of natural and man-made disasters and events which endanger the lives and property of the citizens of Arkansas. All employees of the agency train and exercise this response to be ready for these situations and must respond immediately when called on to the State Emergency Operations Center (SEOC) to provide assistance to local jurisdictions when these events go beyond their response capabilities. To ensure staffing needs are met during times of anticipated threats, whether man made or natural, on-call teams are identified. While on-call employees have restrictions put on their personal lives in order to be ready if called. This is not optional. When Inclement Weather is offered to most State employees, those identified on-call teams are considered critical personnel and are not offered this benefit. For some it is necessary to stay at ADEM overnight while on-call in lieu of risking their safety on icy roads. Restrictions are also imposed on staff in making choices on their personal time and in their ability to travel when identified as on call in preparation for potential activation in the SEOC.

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- Agency phone must be charged, ready, and monitored for phone calls, emails, or text messages during restricted on-call status.

The position number and authorized titles for the 20% differential that would be affected are enclosed.

Sincerely,



A.J. Gary

Director and State Homeland Security Advisor

Classifications and Positions Affected for 20% Differential Request

	Position	CC	Authorized Title	CG/DG Title
1	22077006	V021C	SURPLUS PROPERTY AGENT	
2	22077007	V021C	SURPLUS PROPERTY AGENT	
3	22077008	V019C	SURPLUS PROPERTY SPECIALIST	
4	22079762	G180C	GRANTS ANALYST	
5	22079764	G157C	ADEM AREA COORDINATOR	
6	22079765	G180C	GRANTS ANALYST	
7	22079767	C010C	EXECUTIVE ASSISTANT TO THE DIRECTOR	
8	22079768	D071C	INFORMATION SYSTEMS ANALYST	COMPUTER SUPPORT ANALYST
9	22079770	C056C	ADMINISTRATIVE SPECIALIST III	
10	22079771	C056C	ADMINISTRATIVE SPECIALIST III	
11	22080267	V021C	SURPLUS PROPERTY AGENT	
12	22080269	S034C	INTERSTATE TRUCK DRIVER	
13	22080270	C073C	ADMINISTRATIVE SPECIALIST II	
14	22080271	A091C	FISCAL SUPPORT ANALYST	
15	22080272	S034C	INTERSTATE TRUCK DRIVER	
16	22080273	S034C	INTERSTATE TRUCK DRIVER	
17	22080274	G214C	GRANTS SPECIALIST	
18	22080275	A098C	FISCAL SUPPORT SPECIALIST	
19	22080276	A091C	FISCAL SUPPORT ANALYST	
20	22080277	V012C	FEDERAL SURPLUS PROPERTY SUPERVISOR	
21	22080278	V002C	FEDERAL SURPLUS PROPERTY MANAGER	
22	22080335	A063C	EDUCATION & INSTRUCTION COORDINATOR	RESEARCH & STATISTICS SUPERVISOR
23	22088806	C056C	ADMINISTRATIVE SPECIALIST III	
24	22088807	G175C	ADEM PROGRAM COORDINATOR	
25	22088808	C038C	ADEM EMERGENCY MANAGEMENT DUTY OFFICER	
26	22088809	A091C	FISCAL SUPPORT ANALYST	
27	22088810	G180C	GRANTS ANALYST	
28	22088811	G157C	ADEM AREA COORDINATOR	
29	22088812	G157C	ADEM AREA COORDINATOR	
30	22088814	R036C	HUMAN RESOURCES SPECIALIST	
31	22088815	G140C	ADEM PROGRAM MANAGER	
32	22088816	C038C	ADEM EMERGENCY MANAGEMENT DUTY OFFICER	
33	22088817	C056C	ADMINISTRATIVE SPECIALIST III	
34	22088818	G208C	EMERGENCY PLANNER	
35	22088819	A089C	ACCOUNTANT I	
36	22088821	G140C	ADEM PROGRAM MANAGER	
37	22088823	C056C	ADMINISTRATIVE SPECIALIST III	
38	22088824	G208C	EMERGENCY PLANNER	
39	22088825	G208C	EMERGENCY PLANNER	
40	22088826	G208C	EMERGENCY PLANNER	
41	22088827	G140C	ADEM PROGRAM MANAGER	

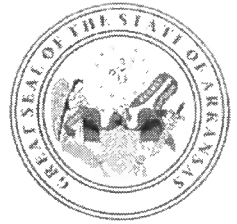
42	22088828	G175C	ADEM PROGRAM COORDINATOR	
43	22088829	G147C	ADEM PROGRAM MANAGER	GRANTS COORDINATOR
44	22088830	G140C	ADEM PROGRAM MANAGER	
45	22088831	G204C	ADEM PROGRAM COORDINATOR	PLANNING SPECIALIST
46	22088832	G175C	ADEM PROGRAM COORDINATOR	
47	22088833	G180C	GRANTS ANALYST	
48	22088835	D074C	TELECOMMUNICATIONS SUPERVISOR	
49	22088836	G175C	ADEM PROGRAM COORDINATOR	
50	22088837	G140C	ADEM PROGRAM MANAGER	
51	22088840	C056C	ADMINISTRATIVE SPECIALIST III	
52	22088842	G208C	EMERGENCY PLANNER	
53	22088843	G175C	ADEM PROGRAM COORDINATOR	
54	22088848	G204C	PLANNING SPECIALIST	
55	22088849	R027C	POLICY DEVELOPMENT COORDINATOR	BUDGET SPECIALIST
56	22088851	D081C	TELECOMMUNICATIONS SPECIALIST	
57	22088854	C056C	ADMINISTRATIVE SPECIALIST III	
58	22088855	A088C	CENTRAL WAREHOUSE OPERATIONS MGR	ASSETS COORDINATOR
59	22088856	E046C	TRAINING INSTRUCTOR	
60	22088857	G157C	ADEM AREA COORDINATOR	
61	22088858	G175C	ADEM PROGRAM COORDINATOR	
62	22088859	D071C	INFORMATION SYSTEMS ANALYST	COMPUTER SUPPORT ANALYST
63	22088860	P013C	PUBLIC INFORMATION COORDINATOR	
64	22088862	E046C	TRAINING INSTRUCTOR	
65	22088863	G180C	GRANTS ANALYST	
66	22088864	A098C	FISCAL SUPPORT SPECIALIST	
67	22088865	G140C	ADEM PROGRAM MANAGER	
68	22088866	G140C	ADEM PROGRAM MANAGER	
69	22088867	R014C	PERSONNEL MANAGER	
70	22088868	G140C	ADEM PROGRAM MANAGER	
71	22088870	G055C	ADEM DEPUTY DIRECTOR	
72	22130597	C108C	ADEM ADMINISTRATION DIVISION DIRECTOR	ADEM DIVISION DIRECTOR
73	22133051	V014C	BUYER	
74	22133052	C108C	ADEM DISASTER MGMT DIV DIR	ADEM DIVISION DIRECTOR
75	22133053	D043C	ADEM INFO TECHNOLOGY DIVISION DIRECTOR	
76	22133054	C108C	ADEM PREPAREDNESS DIVISION DIRECTOR	ADEM DIVISION DIRECTOR
77	22133055	G140C	ADEM PROGRAM MANAGER	
78	22137171	C038C	ADEM EMERGENCY MANAGEMENT DUTY OFFICER	
79	22137172	C038C	ADEM EMERGENCY MANAGEMENT DUTY OFFICER	
80	22137173	C038C	ADEM EMERGENCY MANAGEMENT DUTY OFFICER	
81	22137174	C038C	ADEM EMERGENCY MANAGEMENT DUTY OFFICER	
82	22137175	C038C	ADEM EMERGENCY MANAGEMENT DUTY OFFICER	
83	22137176	C038C	ADEM EMERGENCY MANAGEMENT DUTY OFFICER	
84	22137545	A089C	FINANCIAL ANALYST I	ACCOUNTANT I
85	22143560	C038C	ADEM EMERGENCY MANAGEMENT DUTY OFFICER	
86	22143561	R024C	ASSISTANT PERSONNEL MANAGER	

87	22143562	G175C	ADEM PROGRAM COORDINATOR
88	22143563	G140C	ADEM PROGRAM MANAGER
89	22151205	T061C	SENIOR IA
90	22151206	T061C	SENIOR IA
91	22158626	V021C	SURPLUS PROPERTY AGENT
92	22158627	S050C	MAINTENANCE SPECIALIST
93	22158628	G180C	GRANTS ANALYST
94	22158629	G204C	PLANNING SPECIALIST
95	22163550	G180C	GRANTS ANALYST
96	22163551	S046C	MAINTENANCE TECHNICIAN
97	22163552	S046C	MAINTENANCE TECHNICIAN
98	22163553	G140C	ADEM PROGRAM MANAGER
99	22169414	D016C	SENIOR TECHNOLOGY ANALYST
100	22169415	C056C	ADMINISTRATIVE SPECIALIST III



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 On-Call Differential for FY 2020

Mr. Walther:

In accordance with Act 365 of the 2019 Regular session, section 21-5-221, the Department of Human Services is requesting permission to continue its use of the On-Call pay differential for Pharmacists and Physicians. We are not requesting any changes to our current utilization procedures.

Pharmacists who are employed at the Arkansas State Hospital (ASH) are required to provide prompt attention and response to the emergency patient medical orders prescribed by the on-call physicians. On-Call for the pharmacists who are employed at ASH is pursuant to ACA 21-5-221 (k) (1) which states:

(k) (1) On-Call duty or standby-duty differential may be authorized for an employee whose job requires him or her to provide services on nights, weekends, or holidays or other situations when the agency does not have regularly scheduled staff coverage.

(2) On-call duty or standby-duty differential is to be used for officially scheduled duty outside regular work hours during which an employee is required to be accessible by telephone, pager, or other means and must return to the designated work site upon notification of need within a specified response time.

Physician On-Call pay continuance is pursuant to Act 840 of 2018, §1, authorizes Arkansas State Hospital to employ psychiatric specialists (L005N) at grade MP08 and general physicians (L013N) at grade MP06. Section 12 provides that "[p]ay rates for physicians ... within [DBHS] may include the special allowances available to UAMS physicians and professional faculty as described in the special language of the UAMS appropriation."

Accordingly, we request continued approval to apply the special allowances provided in Act 512 of 2018, §46, to psychiatric specialists and general physicians employed by ASH who are undertaking the additional duty of on-call assignment. This became necessary when the psychiatric residents at the University of Arkansas Medical Sciences could no longer provide these services.

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

ARKANSAS AGRICULTURE DEPARTMENT

ARKANSAS FORESTRY COMMISSION
ARKANSAS LIVESTOCK & POULTRY COMMISSION
ARKANSAS STATE PLANT BOARD

1 NATURAL RESOURCES DRIVE, LITTLE ROCK, AR 72205 | (501) 225 1598 | AAD.ARKANSAS.GOV



WES WARD
SECRETARY OF AGRICULTURE

May 22, 2019

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



RE: Request for continuation of On Call Differential for Arkansas Agriculture Department

I respectfully request the continuation of "on call" status for FY 2019-2020 for our Agri Commodity Compliance Inspectors, Agri Commodity Compliance Specialist and Agriculture Commodity Area Supervisors.

These Employees are on call 24/7 to provide service to the Arkansas Poultry and Egg Industries. Employees are expected to be available for relief duties at a moment's notice, state-wide, for agriculture Commodity Graders stationed in processing plants or for emergency situations with plants that do not keep grading staff full-time, such as returned shipments of product that cannot be off-loaded without an inspector present to break the seal on a truck and document the contents of the truck. These employees are expected to provide services at processing plant on any shift needed, nights, holidays (including Thanksgiving and Christmas), weekends, etc. Our agency must have personnel available when needed. We want to continue paying 6.5 % on call differential for employee's in "on call" status. This request is for a total of 11 employees.

These positions are funded entirely from Special Revenue and are 100% self-supported through the Egg & Poultry Industry.

Position	Class Code	Grade	Title	Personnel Number	Name
22077901	X058C	GS07	Agri. Commodity Area Supervisor	85605	Rogers
22094726	X132C	GS05	Agri. Commodity Compliance Inspector	57377	Baskin
22094710	X132C	GS05	Agri. Commodity Compliance Inspector	124913	Overton
22094724	X132C	GS05	Agri. Commodity Compliance Inspector	106273	Xayasa
22094731	X058C	GS07	Agri. Commodity Area Supervisor	37531	Gage
22150692	X132C	GS05	Agri. Commodity Compliance Inspector	106582	Causey
22094722	X132C	GS05	Agri. Commodity Compliance Inspector	116058	Miner
22094704	X132C	GS05	Agri. Commodity Compliance Inspector	130490	Richardson
22087878	X132C	GS05	Plant Board Agri. Specialist (Agri. Commodity Compliance Inspector)	132662	Souvannaraj
22077899	X132C	GS05	Agri Commodity Compliance Inspector	61317	Perez
22094677	X149C	GS04	Agri Commodity Compliance Specialist		Vacant

Please contact me if you have any questions or require more information.

Sincerely,

Wes W. Ward
Secretary of Agriculture
State of Arkansas





Directorate of State Resources
Bldg 4201, Camp Robinson
North Little Rock, Arkansas 72199-9600

ASA HUTCHINSON
Governor

MARK BERRY
Major General
The Adjutant General

May 21, 2019

Kay Barnhill, State Personnel Manager
Office of Personnel Management
Department of Finance and Administration
P.O. Box 3278
North Little Rock, AR 72203-3278



Dear Ms. Barnhill:

The Department of Military (DOM) request continuation of the approved on-call duty differentials up to 10% for FY20 for the following positions:

Class Code	Title	Grade	Salary Range
T036C	Military Facilities Supervisor	GS06	\$36,155-\$52,424
S022C	Skilled Trades Supervisor	GS05	\$32,405-\$46,987
S031C	Skilled Tradesman	GS04	\$29,046-42,116

Your favorable approval of the Department of Military request for the continuation of on-call differential pay is greatly appreciated.

Respectfully,

Scott Stanger
DOM-DSR Director

MDYH:mdyh