



STATE OF ARKANSAS
Department of Transformation
and Shared Services
Governor Asa Hutchinson
Secretary Amy Fecher

OFFICE OF PERSONNEL MANAGEMENT
Director Kay Barnhill
1509 West Seventh Street, Suite 201
Post Office Box 3278
Little Rock, Arkansas 72203-3278
Phone: (501) 682-1823

August 20, 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 from the Department of Inspector General (DIG) for your review:

The Department of Inspector General requests one new classification and one position authorized as this new classification from the OPM surrender pool established by Ark. Code Ann. §21-5-225(a)(1). The new classification requested along with the position being surrendered are listed below:

<u>CLASSIFICATION REQUESTED</u>			<u>PAY GRADE</u>	<u>SALARY RANGE</u>
Arkansas Fair Housing Executive Director			GS15	\$96,960 – \$140,592
<u>POSITIONS</u>	<u>CLASS</u>	<u>CLASSIFICATION</u>		
<u>SURRENDERED</u>	<u>CODE</u>	<u>TITLE</u>	<u>PAY GRADE</u>	<u>SALARY RANGE</u>
#22077950	N177N	AFHC Director	GS14	\$86,887 – \$125,986

JUSTIFICATION

The Department of the Inspector General's Fair Housing Commission is tasked with implementing regulations established by the United States Department of Housing and Urban Development (HUD). It ensures adherence to these regulations and conduct investigations of fair housing complaints. DIG requests a salary level commensurate with the level of statewide responsibility to ensure parity.

Senator David Wallace, Co-Chairperson
Representative Jim Wooten, Co-Chairperson
August 20, 2019
Page 2

RECOMMENDATION

The Office of Personnel Management has reviewed this request from the Department of the Inspector General and recommends approval of one new classification entitled Arkansas Fair Housing Executive Director with pay grade GS15 and one new pool position authorized as this new classification. DIG guarantees our office that it possesses sufficient funding to support this surrender pool position request and anticipates an approximate cost of \$10,073.

Your approval of this request is greatly appreciated.

Sincerely,



Kay Barnhill
DFA Personnel Administrator



Secretary of Transformation & Shared Services

08/09/19
Date

**Department of the
Inspector General**

323 Center Street, Suite 1200 · Little Rock, AR 72201
501-682-8349 · Fax: 501-682-8350



August 8, 2019

Ms. Kay Barnhill
State Personnel Administrator
Office of Personnel Management
Department of Transformation and Shared Services
1509 West 7th Street
Little Rock, AR 72203



RE: SFY20 Pool Position – Arkansas Fair Housing Executive Director

Dear Ms. Barnhill:

The Department of the Inspector General requests the assignment of a newly classified position from the surrender pool. The new position will be known as the “Arkansas Fair Housing Executive Director”. We request that the pay grade associated with this position to be GS15.

Additionally, the Department of Inspector General requests to surrender position number 22077950, currently titled as “AFHC Director”. This position has a class code of NI77N.

Act 1785 of the 2001 Arkansas Legislature established the Fair Housing Commission and delegated to it regulatory authority to enforce fair housing and fair lending laws within the State of Arkansas as defined in the Federal Fair Housing Act of 1968. The Department asserts that these changes in the staffing of the Arkansas Fair Housing Agency will better serve the people of the great State of Arkansas.

Thank you for your careful and prompt consideration of this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth Smith".

Elizabeth Smith, J.D.
Secretary of the Department of the Arkansas Inspector General



DEPARTMENT OF FINANCE & ADMINISTRATION
Office of Personnel Management
Request for Pool Position

Business Area	Agency/Institution	Date
0229	Arkansas Fair Housing	08/06/19

Position(s) to be Surrendered

Position/Item Number	Classification Title	Pay Grade	Class Code
22077950	AFHC Director	GS14	N177N

Classification(s) Requested

N/A	Classification Title	Pay Grade	Class Code
	Arkansas Fair Housing Executive Director	GS15	

I Hereby Certify / Understand That:

- A. The position requested is critical to the operation of this Agency/Institution and a detailed justification for this request is attached. (Justification should be detailed and not less than one typed page in length.)
- B. Sufficient funds are available to fund this position at the requested grade.
- C. This is a full time position that will not be used for any other purpose than that which is outlined in the attached narrative.
- D. The position to be surrendered is the highest grade position available and the loss of this position will not adversely affect the operation of this Agency/Institution.
- E. No current employee will be displaced by this action.

Agency Personnel Rep	Date
	Aug 7, 2019

Agency Director	Date
	8/7/2019