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**Department of Transformation and Shared Services**

Governor Asa Hutchinson

Secretary Amy Fecher

Director Kay Barnhill

December 15, 2021

The Honorable David Wallace, Co-Chairperson  
The Honorable David Hillman, Co-Chairperson  
Uniform Personnel Classification and  
Compensation Plan Subcommittee  
Arkansas Legislative Council  
State Capitol Building, Room 315  
Little Rock, Arkansas 72201

Dear Senator Wallace and Representative Hillman:

The Office of Personnel Management (OPM) submits a request from the Arkansas Department of Labor and Licensing for your review.

The department has identified the following position that will be transferred to the Shared Services section and utilized across the department when the need arises:

<b>POSITION</b>	<b>TITLE</b>	<b>CLASS CODE</b>	<b>GRADE</b>	<b>DIVISION FROM</b>	<b>DIVISION TO</b>
22095182	Fiscal Support Supervisor	A074C	GS06	Motor Vehicle	Shared Services

The movement of this position will not result in an overall increase of positions or appropriation for the department.

The Office of Personnel Management has reviewed this request and recommends the approval of the transfer of one position to the Shared Services section. Your consideration of this request is appreciated.

Sincerely,

Kay Barnhill, Director  
Office of Personnel Management

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**Secretary of Transformation & Shared Services**

**Date**

KB/cb:1



**Arkansas Department of Labor & Licensing**  
900 West Capitol, Suite 400  
Little Rock, Arkansas 72201  
[www.labor.arkansas.gov](http://www.labor.arkansas.gov)

**Asa Hutchinson**  
Governor

**Daryl E. Bassett**  
Secretary

KDR  
FC: 048  
Fund: SAB0100  
CI:  
501:00:00/501:00:03  
10/08/2021

October 7, 2021

Arkansas Legislative Council  
State Capitol  
Little Rock, AR 72201

RE: Prior Approval for the Transfer of one position and appropriations  
Position#: 22095182, Class Code: A074C, Grade: GS06

Dear Co Chairs:

The Department of Labor and Licensing requests prior approval of the Arkansas Legislative Council for the transfer of a position from the Motor Vehicle Commission and the necessary appropriation necessary to support shared services operations within the cabinet-level department.

This request is for approval of the transfer of one position and the appropriation for the department. The GS06 position will serve twenty-one boards. The transfer of the Fiscal Support Supervisor position will be used in the finance section. The finance staff is shorthanded and doing the work for twenty-one boards and commissions in addition to the labor division work has overwhelmed the staff.

The attached request requires the approval of appropriation transfers by the PEER Subcommittee and position transfers by the Personnel Subcommittee of the Arkansas Legislative Council.

Sincerely,

A handwritten signature in black ink that reads "Daryl E. Bassett".

Daryl E. Bassett  
Secretary

**Department of Labor and Licensing - Motor Vehicle Commission**

**Attachment 1: Appropriation Transfer Listing**

Shared Services Transfer		FROM		TO	
Appropriation Transfers					
Summary	Division	Funds Center	Commitment Item	Fund	Amount
Item No.	Division	Funds Center	Commitment Item	Fund	Amount
1	Motor Vehicle Commission	048	501:00:00	SAB0100	22,300
2	Motor Vehicle Commission	048	501:00:03	SAB0100	5,800
3					
4					
5					
6					
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31					
32					
<b>TOTAL</b>					<b>28,100</b>



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

**OFFICE OF THE SECRETARY**  
1509 West Seventh Street, Suite 401  
Post Office Box 3278  
Little Rock, Arkansas 72203-3278  
Phone: (501) 682-2242  
Fax: (501) 682-1029  
[www.arkansas.gov/dfa](http://www.arkansas.gov/dfa)

November 5, 2021

Senator Jonathan Dismang, Co-Chair  
Representative Michelle Gray, Co-Chair  
Performance Evaluation & Expenditure Review Committee  
Arkansas Legislative Council  
State Capitol Building  
Little Rock, AR 72201

RE: FY22 Appropriation Transfer Request(s) for Shared Services

Dear Co-Chairs:

I am forwarding for prior approval of the Arkansas Legislative Council, the attached Appropriation Transfer Request(s) in support of the creation of shared services that have received my approval as Chief Fiscal Officer of the State.

Sincerely,

A handwritten signature in cursive script that reads "Larry W. Walther".

Larry W. Walther  
Cabinet Secretary

LWW

Attachment(s)