



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

**EXHIBIT J**  
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 12, 2018

Senator John Cooper, Co-Chairperson  
Representative Les Eaves, 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 geographic differentials for FY19. The requested differentials for continuation are attached.

The Office of Personnel Management is requesting the continuation of six geographic differentials. During FY18, these differentials affected a total of 441 employees and cost an estimated \$1,230,327. Each state agency that utilizes the geographic differentials must stipulate the areas where it can be applied to employees and receive approval each fiscal year.

The total cost for the geographic differential in FY18 was \$1,230,327. After review of the requests, the Office of Personnel Management **recommends** the approval of the continuation of these previously approved geographic differentials for FY19. Your consideration of this request is greatly appreciated.

Sincerely,

Kay Barnhill  
State Personnel Administrator

Chief Fiscal Officer of the State

JUN 01 2018

Date

KB/sd:1

**GEOGRAPHIC DIFFERENTIAL CONTINUATION FY19**

<b>Agency</b>	<b>Class Code</b>	<b>Title</b>	<b>Pay Grade</b>	<b>Pay Range</b>	<b>Approved %</b>	<b>FY18 Cost</b>	<b>Positions Affected</b>
Department of Correction	L033C	Psychological Examiner	GS09	\$50,222-\$72,821	10%	\$9,072	3
Department of Correction	M026C	Licensed Social Worker	GS07	\$40,340-\$58,493	10%	\$8,772	3
Department of Correction	M020C	Licensed Professional Counselor	GS08	\$45,010-\$65,264	10%	\$7,631	3
Department of Correction	M088C	Licensed Master Social Worker	GS09	\$50,222-\$72,821	10%	\$32,491	11
Department of Correction	M009C	Licensed Certified Social Worker	GS09	\$50,222-\$72,821	10%	\$18,392	6
Department of Correction	L001C	Psychologist Supervisor	MP04	\$89,368-\$128,690	10%	\$9,899	2
Department of Correction	L097C	ADC Psychologist	MP03	\$79,879-\$113,428	10%	\$27,095	6
Department of Correction	T015C	ADC/DCC Deputy Warden*	GS10	\$56,039-\$81,256	10%	\$45,200	8
Northwest Technical Institute	E027C	Career & Technical Faculty	GS07	\$40,340-\$58,493	10%	\$1,707	1
Northwest Technical Institute	E018C	Specialized Technical Faculty	GS08	\$45,010-\$65,264	10%	\$0	0
Northwest Technical Institute	E071C	Ammonia & Industrial Trainer	GS10	\$56,039-\$81,256	10%	\$0	0
Department of Community Correction	T092C	DCC Parole/Probation Officer I	GS05	\$32,405-\$46,987	6%	\$0	0
Department of Community Correction	T093C	DCC Parole/Probation Officer II	GS06	\$36,155-\$52,424	6%	\$17,435	8
Department of Community Correction	T045C	DCC Parole/Probation Officer	GS07	\$40,340-\$58,493	6%	\$107,749	44
Department of Community Correction	X042C	DCC Parole/Probation Assistant Area Manager	GS08	\$45,010-\$65,264	6%	\$28,252	10
Department of Community Correction	X025C	DCC Parole/Probation Area Manager	GS10	\$56,039-\$81,256	6%	\$3,699	1
Department of Human Services	L069C	Licensed Practical Nurse	GS06	\$36,155-\$52,424	6%	\$250,372	107
Department of Human Services	L062C	Licensed Practical Nurse Supervisor	GS07	\$40,340-\$58,493	6%	\$16,296	6
Department of Human Services	L009C	Nurse Manager	MP03	\$79,879-\$113,428	6%	\$9,692	2
Department of Human Services	L022C	Nursing Clinic Coordinator	MP02	\$71,403-\$99,964	6%	\$4,284	1
Department of Human Services	L020C	Nursing Services Unit Manager	MP02	\$71,403-\$99,964	6%	\$4,564	1
Department of Human Services	L038C	Registered Nurse	MP01	\$63,830-\$88,058	6%	\$69,432	18
Department of Human Services	L032C	Registered Nurse-Hospital	MP01	\$63,830-\$88,058	6%	\$7,660	2
Department of Human Services	L019C	Registered Nurse Coordinator	MP02	\$71,403-\$99,964	6%	\$13,692	3
Department of Human Services	L027C	Registered Nurse Supervisor	MP02	\$71,403-\$99,964	6%	\$17,215	4
Department of Human Services	M089C	Residential Care Assistant	GS01	\$22,000-\$31,900	6%	\$7,920	6
Department of Human Services	M083C	Residential Care Technician	GS02	\$23,335-\$33,835	6%	\$21,022	15
Department of Finance and Administration	C059C	DFA Service Representative	GS03	\$26,034-\$37,749	10%	\$165,598	63
Department of Finance and Administration	C048C	DFA Supervisor	GS04	\$39,046-\$42,116	10%	\$8,754	3
Department of Finance and Administration	C046C	Legal Support Specialist	GS04	\$39,046-\$42,116	10%	\$12,549	4

Department of Finance and Administration	A094C	DFA Local Revenue Office Supervisor	GS05	\$32,405- \$46,987	10%	\$13,643	5
Department of Finance and Administration	A069C	DFA Revenue Office Assistant District Manager	GS05	\$32,405- \$46,987	10%	\$4,174	1
Department of Finance and Administration	A077C	DFA Local Revenue Office Manager	GS06	\$36,155- \$52,424	10%	\$21,872	6
Department of Finance and Administration	A049C	DFA Revenue Office District Manger	GS07	\$40,340- \$58,493	10%	\$4,383	1
Veteran's Affairs	L082C	Certified Nursing Assistant	GS03	\$26,034- \$37,749	10%	\$101,574	52
Veteran's Affairs	L069C	Licensed Practical Nurse	GS06	\$36,155- \$52,424	10%	\$153,295	34
Veteran's Affairs	L062C	Licensed Practical Nurse Supervisor	GS07	\$40,340- \$58,493	10%	\$4,942	1
<b>TOTAL</b>						<b>\$1,230,327</b>	<b>441</b>

\* For Cummins, EARU, MAX, & Varner Units ONLY

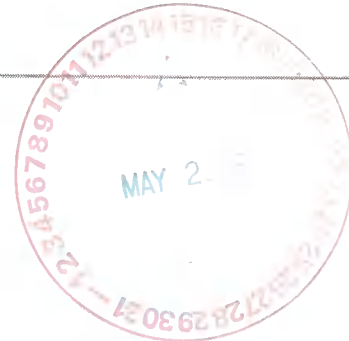


HUMAN RESOURCES  
2403 East Harding Ave.  
Pine Bluff, Arkansas 71601  
Phone: (870) 850-8510  
Fax: (870) 850-8538  
Job Line: 1-888-8ADC-JOBS  
www.state.ar.us/doc

## Arkansas Department of Correction

May 1, 2018

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



Dear Mrs. Barnhill:

The Arkansas Department of Correction is requesting to continue the following Geographic Differential Pay pursuant to Act 365 of 2017, which allows up to ten (10%) for classifications listed below:

<u>DIFFERENTIAL TYPE</u>	<u>TITLE/CLASS CODE/GRADE</u>	<u>MAXIMUM %</u>
Geographic	Psychological Examiner, L033C, GS09	6%
Geographic	Licensed Social Worker, M026C, GS07	6%
Geographic	Licensed Professional Counselor, M020C, GS08	6%
Geographic	Licensed Master Social Worker, M088C, GS08	6%
Geographic	Licensed Certified Social Worker, M009C, GS 09	6%
Geographic	Psychologist Supervisor, L001C, MP04	6%
Geographic	ADC Psychologist, L097C, MP03	6%
Geographic	ADC/DCC Deputy Warden, T015C, GS10	10%
(Cummins, EARU, MAX, and Varner Units ONLY)		

Your favorable review and consideration of this request is appreciated. Should you have questions or need additional information, please do not hesitate to contact me.

Sincerely,

Stacia Lenderman  
Human Resources Administrator



**Northwest Technical Institute**  
rethink education

PO Box 2000 . 709 South Old Missouri Rd  
Springdale, AR 72765-2000  
(479) 751-8824  
Fax : (479) 756-0985

Ms. Kay Barnhill,  
State Personnel Administrator  
Department of Finance and Administration  
Office of Personnel Management  
5907 West 7<sup>th</sup> St., Suite 201  
Post Office Box 3278  
Little Rock, AR 72203-3278



May 8, 2018

Re: Geographic Compensation Differential

Dear Ms. Barnhill,

There are 3 classifications at our Institute, which were approved for Geographic Compensation Differential for FY 2017/2018. These classifications are: Career & Technical Faculty - E027C, Specialized Technical Faculty - E018C, and Ammonia & Industrial Trainer - E071C. We are requesting authorization to continue with the Geographic Compensation Differential for fiscal year 2018/2019.

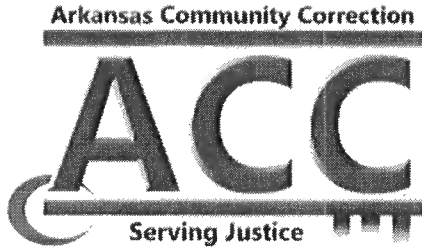
Thank you for your consideration of this request. Please feel free to contact me if you should have any questions or require additional information.

Respectfully,

Mike Hamley  
Vice President Finance and Operations  
Northwest Technical Institute

CC: File

MH/dr



# 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) 682-9513



May 14, 2018

Ms. Kay Barnhill  
State Personnel Administrator  
1509 West 7<sup>th</sup>  
Little Rock, AR 72203

Dear Ms. Barnhill:

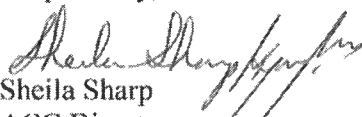
Arkansas Department of Community Correction (ACC) is requesting the continuation of the previously approved Geographic Differential for Pulaski County (Area 7 & 8) for the following classifications:

<u>Class Code</u>	<u>Title</u>	<u>Grade</u>	<u>%</u>
T092C	DCC Parole/Probation Officer I	GS05	up to 6%
T093C	DCC Parole/Probation Officer II	GS06	up to 6%
T045C	DCC Parole/Probation Officer	GS07	up to 6%
X042C	DCC Parole/Probation Asst. Area Manager	GS08	up to 6%
X025C	DCC Parole/Probation Area Manager	GS10	up to 6%

ACC utilized the approval of this differential to stabilize and decrease turnover in Pulaski County. Due to a significantly lower turnover rate in Pulaski County, we are no longer providing the 6% differential to new employees. Once an employee leaves ACC, or a position approved for the differential, we discontinue the differential for that position.

This request is only for those employees who are still receiving the previously approved geographic differential. Thank you in advance for your consideration.

Respectfully,

  
Sheila Sharp  
ACC Director

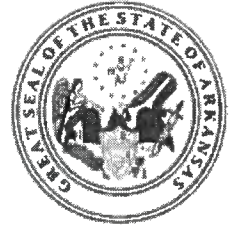


## Division of Administrative Services

Office of Finance Administration

Human Resources/Personnel

P.O. Box 1437, Slot WG-1· Little Rock, AR 72203-1437  
501-682-6455 Fax: 501-683-4351



May 15, 2018

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 Geographic Differential for FY 2019

Mr. Walther:

In accordance with Act 365 of the 2018 Regular session, section 21-5-221, the Department of Human Services is requesting permission to continue its use of the grandfathered Geographic pay differential.

The continuation of the grandfathered Geographic Differential of up to 10% for registered and licensed practical nurse classifications and the Residential Care classifications is pursuant to ACA 21-5-221 (i) which states:

*(i) A geographic area differential of up to ten percent (10%) may be authorized to address the documented inability to recruit and retain certain employees in a specific geographic area of the state if the additional geographic area differential is based on documented recruitment, turnover, or other competitive pay issue in a specific geographic area, but which does not justify a statewide labor market special entry rate.*

This differential is used to address the historical difficulty in recruiting and retaining qualified incumbents in these classifications.

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

Sincerely,

A handwritten signature in black ink that reads "Damian Hicks".

Damian Hicks  
DHS Chief Human Resources Officer



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

**OFFICE OF PERSONNEL MANAGEMENT  
 Human Resources**  
 1515 West Seventh Street, Suite 102  
 Post Office Box 2485  
 Little Rock, AR 72203-2485  
 Phone: (501) 324-9065  
 Fax: (501) 683-2174  
<http://www.arkansas.gov/dfa>

May 15, 2018



Kay Barnhill, Administrator  
 Office of Personnel Management  
 Department of Finance and Administration  
 1509 West 7<sup>th</sup> Street, Suite 201  
 Little Rock, AR 72201

Dear Ms. Barnhill:

The Arkansas Department of Finance and Administration is requesting the continuation of the previously approved 10% geographic differentials for the following titles for the following positions in the Fayetteville, Springdale, Bentonville, Rogers and Lowell offices, all located in Northwest Arkansas. This area struggles with recruitment and retention of employees due to the competitive job market. This differential will not be included in the base salary and will only be awarded for designated positions in these offices and will be removed if an employee changes to a position where this differential pay is not approved.

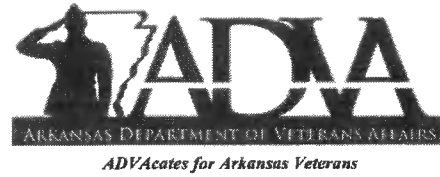
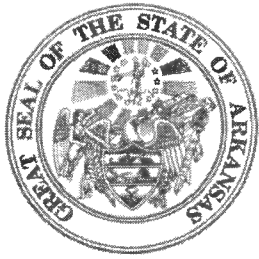
<u>Title</u>	<u>Grade</u>
DFA Service Rep	GS03
DFA Supervisor	GS04
Legal Support Specialist	GS04
DFA Local Rev Office Spvr	GS05
DFA Rev Office Asst District Mgr	GS05
DFA Local Rev Office Mgr	GS06
DFA Rev Office District Mgr	GS07

Your favorable consideration of this request is appreciated.

Sincerely,

Amy Valentine  
 DFA Human Resources Manager





Office of the Director, Fiscal and Human Resources  
 501 Woodlane Drive, Suite 230C, Little Rock, AR 72201  
 Phone: (501) 683-1787 | Fax: (501) 682-4833

**Asa Hutchinson**  
 Governor

**Nathaniel (Nate) Todd**  
 Director

May 17, 2018

Ms. Kay Barnhill  
 State Personnel Administrator  
 Department of Finance and Administration  
 1509 W. 7th Street  
 Little Rock, AR 72201



**RE: Shift Differential Renewal Requests**

Dear Ms. Barnhill:

The Arkansas Department of Veterans Affairs is requesting OPM's permission to continue the use of the approved differentials for the upcoming fiscal year, July 1, 2018 – June 30, 2019.

<u>AGENCY</u>	<u>WAGE TYPE</u>	<u>CLASSIFICATION</u>	<u>PERCENTAGE</u>	<u>COST</u>	<u>NUMBER OF POSITIONS</u>
AR Dept of Veterans Affairs	Geographical Diff	Certified Nursing Assistant (F)	10%	\$101,574.08	52
AR Dept of Veterans Affairs	Geographical Diff	Licensed Practical Nurse	10%	\$153,295.27	34
AR Dept of Veterans Affairs	Geographical Diff	Licensed Practical Nurse Supe	10%	\$4,941.58	1

Please feel free to contact me at (501) 683-1386 with any questions or clarification you may have.

Sincerely,

Sara Snead  
 Personnel Manager