



Department of Transformation and Shared Services

Governor Asa Hutchinson

Secretary Amy Fecher

Director Kay Barnhill

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June 15, 2022

The Honorable David Wallace, Co-Chairperson
The Honorable David Hillman, Co-Chairperson
Uniform Personnel Classification and
Compensation Plan Subcommittee
Joint Budget Committee
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 Department of Finance and Administration (DFA) for your review. The DFA requests a special entry rate of \$120,000, which is midpoint plus of pay grade GS14, for an exceptionally well qualified applicant for the classification DFA Revenue Assistant Administrator, A003C.

Ms. Camber Thompson's background includes a Master of Business Administration, a Business Administration Bachelor of Marketing and Communication as well as over 14 years of management experience. The following is a detailed comparison of the minimum qualifications of the classification and Ms. Thompson's experience.

MINIMUM REQUIREMENTS:

The formal education equivalent of a bachelor's degree in accounting, public administration, business administration, or a related area; plus six year of experience in finance, accounting, or a related area, including three years in a supervisory or leadership capacity.

APPLICANT'S QUALIFICATIONS

EDUCATION:

May 2004; University of Tulsa; Tulsa, Oklahoma; Master of Business Administration

May 2002; University of Tulsa; Tulsa, Oklahoma; Business Administration Bachelor of Marketing and Communication

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EXPERIENCE:

January 2022 – Present; Organon, LLC; Associate Director – Business Technology Procurement

October 2019 – December 2021; State of Arkansas, Office of State Procurement; Assistant State Procurement Director

September 2016 – October 2019; State of Arkansas, Office of State Procurement; State IT Contracting Manager

February 2016 – September 2016; K12, Inc., Arkansas Virtual Academy; Operations Manager

July 2014 – February 2016; State of Arkansas, Office of State Procurement; State Procurement Director

June 2013 – July 2014; Little Rock Water Reclamation Authority; Purchasing Supervisor

July 2008 – May 2013; State of Arkansas, Office of State Procurement; Division Manager, Team Leader, IT Buyer

JUSTIFICATION:

This is a department specific classification with 11 current incumbents earning an average annual salary of \$103,038 and 24.9 average years of state service. The turnover rate for this classification within the Office of Child Support Enforcement (OCSE) has been 100% within the past year due to this position being vacated in May of this year.

Ms. Thompson is currently employed through Organon, LLC. as an Associate Director of Business Technology Procurement with an annual salary of \$130,000. In her current position, Ms. Thompson is responsible for identifying and resolving issues, maintaining positive relationships with suppliers, developing and monitoring performance metrics in order to improve results, overseeing procurement functions and monitoring project and risk management. In her new position, Ms. Thompson will be responsible for collaborating with the OCSE Administrator in order to coordinate the sections within the division to ensure proper functioning, establishing and evaluating the effectiveness of programs and services, administering division budget activities and participating in hearings by providing testimony when necessary.

Approval of this special entry rate request will result in a \$10,000 or 7.69% decrease in the applicant's current annual salary. Your consideration of this request is greatly appreciated.

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Sincerely,



Kay Barnhill, Director
Office of Personnel Management



SECRETARY OF TRANSFORMATION & SHARED SERVICES

DATE

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BY:



Department of Transformation and Shared Services
Office of Personnel Management
Special Entry Rate-Exceptionally Well Qualified Applicant

0634	DFA - Office of Child Support Enforcement
Business Area	Department / Agency Name

22107360	A003C/ DFA Revenue Assistant Administrator	GS14
Position / Item Number	Class Code / Title (Attach description of job duties)	Grade

Camber Thompson	\$130,000	\$120,000
Applicant's Name	Current Annual Salary	Requested Annual Salary

Applicant's Qualifications (Please summarize. Attach Resume and completed State Job Application Form).

Ms. Thompson is currently the Associate Director over Business Technology Procurement for Organon, LLC., where she currently plays a leadership role in aligning information technology with business processes and priorities, developing and monitoring performance metrics to enhance outcomes, and project and risk management as well as managing procurement processes.

She has a Bachelors Degree in Market and Communications and a Master of Business Administration.

Minimum Qualifications (Use same description as stated on Class Specification).

Directs the activities of a large professional and administrative support staff through lower-level managers and supervisors, by approving hiring recommendations, reviewing performance evaluations, reviewing and approving actions recommended by subordinates, and evaluating the performance of immediate subordinates. Provides technical assistance to the public in the interpretation of applicable statutes and regulations and to business and community leaders on policy and procedures. Provides policy and procedure clarification and interpretation and explains new methodologies or techniques. Establishes division objectives, evaluates effectiveness of programs and services provided, and makes recommendations on proposed legislation. Develops and administers divisional budget activities, monitors expenditures, and readjusts budget allocations when necessary. Participates in hearings by providing testimony at meetings conducted by boards, commissions, or legislative bodies. Develops or revises methods and procedures for the administration and enforcement of division activities and implementation of new state and federal

HR Administrator or designee	Date
Department Secretary / Agency Director or designee	Date
<i>Amy K. Valentine</i>	<i>6/1/2022</i>

Office of Personnel Management - Action

Reviewed By:

OPM Personnel Representative	Date
OPM Director or designee	Date

Camber Thompson

3417 Sevier Drive, North Little Rock, AR 72116 | (501) 454-5040 | ct1895@gmail.com

Experience

Organon, LLC

Position: Associate Director, Business Technology Procurement

January 2022 - Present

- Develop and maintain a deep understanding of the business, supporting functions and the competitive marketplace to ensure external workforce programs are linked to business needs and priorities.
- Lead the development of External Workforce strategy, program management, governance management, risk management, supplier management and stakeholder management.
- Oversee and manage all procurement processes, policies and adherence to compliance and local regulations; provide audit support across all aspects of Organon operations and procurement activities.
- Cultivate and manage relationships with suppliers to ensure optimal service levels to the enterprise through consistent and impactful performance metrics; establish and monitor metrics to achieve high performance and ensure the adherence to agreed SLAs, KPIs and diversity metrics.
- Develop and maintain strong relationships with key leaders in Human Resources, Business Technology, Procurement and other corporate functions and business stakeholders including: Service Delivery Client Relationship Managers and Supplier Relationship Managers.
- Identifies and tracks issues and makes necessary adjustments to keep resolutions on track with a focus on risk mitigation; built support for proposed solutions by influencing others.
- Ability to deliver results in a highly dynamic and at times ambiguous environment.

State of Arkansas - Office of State Procurement

Position: Assistant State Procurement Director

October 2019 - Dec 2021

Position: State IT Contracting Manager

Sept 2016 - October 2019

Position: State Procurement Director

July 2014 - Feb 2016

Positions: Division Manager, Team Leader, IT Buyer

July 2008 - May 2013

- Functional lead for development and implementation of the State's eProcurement system (ARBuy)
- Negotiation of contracts including legal terms and conditions, performance metrics, pricing, delivery requirements, and product/service specifications to reduce state risk while delivering high quality products and services. Negotiated approximately \$30 million in savings during 2019.
- Development of ongoing professional relationships with various individuals from team members to state leaders in order to increase procurement accessibility, efficiency and collaboration.
- Development of procurement legislative package for review by agency management and submission to legislative bureau for bill sponsorship.
- Develop and research a variety of procurement and executive level training programs and materials.
- Review laws, rules, policies, and procedures with legal staff to develop procurement manuals, bid templates and standard terms and conditions to use statewide.
- Participate in the review and development of procurement policies, procedures, and rules.
- Compile varied reports for legislative hearings and other committee meetings including spend, contract performance, and contract review. Presentation of testimony to legislative committees regarding compiled reports and general procurement questions.
- Development of complex IT commodity and service contracts ranging from \$1 - \$250 million total contract value.
- Administer up to \$500 million in contract spend yearly.
- Market research to increase knowledge regarding trends, emerging technology, supplier base, pricing, and specifications.
- Research IT spend across the state to develop opportunities for savings and enterprise wide solutions. Compile reports for upper management review.

- Monitor contract performance and provide assistance to agencies regarding performance issues. Assist in the development and monitoring of performance improvement plans as necessary.
- Training and guidance regarding proper sourcing strategies, procurement law, regulations, and policies.
- Collaborate with buyers, team leaders and agency personnel in the preparation of specifications for RFP's, RFQ's, and IFB's. Review bid documents for legal compliance, specification alignment to identified need, and sourcing strategy. Provide feedback to increase value to the state in addition to risk reduction.
- Lead cross-functional teams to research, develop, and execute complex information technology sourcing events. Categories include human services, health, driver services, and accounting/finance.
- Serve on sourcing teams for the development, award, and management of cooperative contracts (NASPO ValuePoint computer contract and wireless contracts).
- Supervision of small to large teams (4 - 50 team members).

K12, Inc./ Arkansas Virtual Academy

Feb 2016 - Sept 2016

Position: Operations Manager

- Oversee the development of school policies and procedures.
- Provide guidance to staff and school personnel regarding laws, policies, and rules.
- Prepare and manage A/P, A/R, and financial reporting.
- Prepare and manage monthly payroll and payroll liabilities.
- Oversee the schools human resources department.
- Oversee the student record process and all state information reporting.
- Procure equipment and supplies as needed.
- Manage a small office of 4 employees.

Little Rock Water Reclamation Authority

June 2013 - July 2014

Position: Purchasing Supervisor

- Develop and implement a standardized procurement manual for LRW.
- Develop and implement a standardized training manual for buyers.
- Develop policies and procedures to ensure effective and efficient processing of all purchasing activities.
- Redesign standard bid templates for ITB's, RFP's, and RFQ's.
- Provide guidance to buyers and LRW personnel regarding the proper method of procurement, procurement law, regulations, and policies.
- Assist buyers and LRW personnel in the preparation of specifications for RFP's, RFQ's, and ITB's. This includes reviewing bid documents for accuracy and compliance as well as providing suggestions for improvement.
- Negotiation of contract terms including, terms and conditions, pricing, performance metrics, and delivery requirements.
- Oversee the day-to-day purchasing activities to include small orders, competitive quotes, and competitive scaled bids.
- Review invoices for contract compliance and payment.
- Provide assistance to buyers, LRW personnel, and vendors to resolve issues regarding contracts, procurement law, and policies.
- Manage the sale of surplus equipment through online auctions.
- Manage yearly inventory audit.
- Present reports and purchase authorizations to the Little Rock Water Reclamation Commission.
- Serve on sourcing teams for the development, award, and management of cooperative contracts (NASPO ValuePoint computer contract).

Education and Professional Certifications

University of Tulsa	MBA	Business Administration	4.0/4.0	May 2004
University of Tulsa	BSBA	Marketing and Communication	3.879/4.0	May 2002
UPPCC	CPPB	Certified Professional Public Buyer		October 2013
CAUCUS	CTPE	Certified Technology Procurement Executive		June 2019



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

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June 1, 2022

Amy Fecher, Secretary
Department of Transformation and Shared Services
501 Woodlane
Little Rock, AR 72201

Dear Ms. Fecher:

The Department of Finance and Administration (DFA) – Office of Child Support Enforcement respectfully requests an Exceptionally Well Qualified rate for consideration for the DFA Revenue Assistant Administrator who serves as the OCSE Assistant Administrator. The request is for Camber Thompson, position number 22107360, class code A003C, for \$120,000, which is above midpoint for the grade GS14.

Ms. Thompson is currently the Associate Director over Business Technology Procurement for Organon, LLC., where she currently plays a leadership role in aligning information technology with business processes and priorities, developing and monitoring performance metrics to enhance outcomes, and project and risk management as well as managing procurement processes.

Ms. Thompson has approximately 10 years of experience with the State of Arkansas in the Office of State Procurement, most recently at TSS and previously under DFA. She served as a Division Manager, State IT Contracting Manager, Assistant State Procurement Director, and State Procurement Director. She has negotiated numerous contracts, including legal terms and conditions, performance metrics, pricing, delivery requirements, and product service specifications. She was an integral part of approximately \$30 million in savings during 2019 alone.

Ms. Thompson's experience with contractual development and review, intense project management and procedure improvement, and ability to deliver results in a highly dynamic and often times ambiguous environment make her the perfect candidate for this position. This position is ultimately responsible for working with the Office of Child Support Enforcement (OCSE) Administrator to support and coordinate among the various sections within OCSE and its workforce of over 650 employees and 28 worksites tasked with providing services to just under 160,000 families in the state. Ms. Thompson's background will enhance OCSE's process improvement and monitoring, ensuring IT initiatives support staff efforts to deliver uniform and efficient service while building on current business practices to improve child support enforcement and collection outcomes.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads 'Larry W. Walther'.

Larry W. Walther
DFA Secretary

DFA Revenue Assistant Administrator

Salary Data

BA	Pers.no.	Last name	First name	Position	Job	Position Title	Grade	Annual salary	Date	Avg YOS
630	99248	COCKRILL	TODD	22108667	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$92,169.58	08/25/2013	8.77
630	86198	HEMPHILL	AUTUMN	22108344	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$102,150.88	03/20/2011	11.20
630	46224	SMITH	ANDREW	22108830	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$99,761.58	05/04/2008	14.08
630	68755	TONEY	DEVEN	22108823	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$98,936.66	01/27/2008	14.35
630	65559	WEST	BRYAN	22108049	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$102,634.90	07/15/2007	14.88
630	16784	BARTLETT	JANIS	22108402	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$125,985.81	11/02/1998	23.58
630	11304	FRYER	SCOTT	22108280	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$97,386.22	08/07/1989	32.82
630	11059	RICHARD	RODNEY	22108964	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$93,663.86	12/27/1988	33.43
630	11280	EARNHART	CHRISTY	22108217	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$91,186.99	06/03/1985	37.00
630	12492	THEIS	JOHN	22108311	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$114,723.65	01/01/1983	39.42
630	10783	MCHUGHES	MARLA	22108091	A003C	DFA REVENUE ASSISTANT ADMINISTRATOR	GS14	\$114,827.65	01/01/1978	44.42
							TOTAL AVERAGE	\$103,038.89		24.90

