



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

**EXHIBIT E.1**

**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

August 14, 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 from the Arkansas State Crime Laboratory for your review.

The Arkansas State Crime Laboratory is requesting three (3) positions from the OPM central growth pool established by Ark. Code Ann. §21-5-225.

The agency is requesting the following positions from the OPM growth pool:

<u>CLASSIFICATION REQUESTED</u>	<u>CLASS CODE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>	<u>NUMBER OF POSITIONS</u>
Forensic Scientist	B053C	GS08	\$45,010 - \$65,264	3

**JUSTIFICATION**

The Arkansas State Crime Laboratory is requesting the above Forensic Scientist positions in order to eliminate backlog issues the agency is currently encountering. The drug division of the Arkansas State Crime Laboratory has experienced a 22% increase in drug cases over the last two years. In 2017 alone, the agency received over 22,000 cases. Based on cases received so far in 2018, the agency is anticipating receiving at least 23,600 cases. Currently, the agency has a backlog of 11,000 drug cases. The current processing time for each of these cases is approximately nine months. The prolonged processing time has resulted in court date delays and issues with conducting timely trials. The agency predicts, with the addition of the requested positions, the processing time for each case will decrease to 30 days within 24 months. These positions will increase budgeted costs by \$135,030. The agency states that current funding is sufficient to cover the costs associated with these positions.

Senator John Cooper, Co-Chairperson  
Representative Les Eaves, Co-Chairperson  
August 14, 2018  
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The Office of Personnel Management has reviewed this request and **recommends** the approval of three (3) pool positions from the OPM central growth pool. Your approval of this request is greatly appreciated.

Sincerely,



Kay Barnhill  
State Personnel Administrator



Chief Fiscal Officer of the State

JUL 26 2018

Date

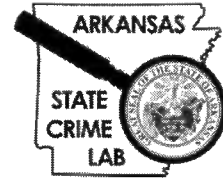
KB/ca:1-2



Asa Hutchinson  
Governor

# ARKANSAS STATE CRIME LABORATORY

## Letter from the Director



Kermit B. Channell, II  
Executive Director

July 10, 2018

Larry W. Walther, Chief Fiscal Officer of the State  
Department of Finance and Administration  
Little Rock, AR 72201

RE: Forensic Scientist Positions

Dear Director Walther:

The opioid epidemic facing the nation is directly impacting the Arkansas State Crime Laboratory. Over the last 2 years, the Drug section has experienced a 22% increase in drug cases, receiving over 22,000 cases in 2017. Based on cases received thus far this year, we are projecting to receive over 23,600 drug cases in 2018, a 7.4% increase.

We currently have an 11,000 case drug backlog with a 9 month turnaround time. In order to tackle the backlog and increased incoming cases, additional chemists are needed. With 3 additional chemists, we project the backlog decreasing to a 30 day turnaround time in 24 months.

To combat this growing opioid epidemic impacting the laboratory, I am requesting three additional Forensic Scientist positions that will specialize in drug analysis.

Respectfully submitted,

Kermit B. Channell II  
Executive Director

#3 Natural Resources Drive • P.O. Box 8500 • Little Rock, Arkansas 72215  
Fax: (501) 227-0713  
Phone: (501) 227-5747  
Laboratory Services

Fax: (501) 221-1653  
Phone: (501) 227-5936  
Medical Examiner



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

Business Area	Agency/Institution	Date
0955	Arkansas State Crime Laboratory	07/09/2018

**Position(s) to be Surrendered**

Position/Item Number	Classification Title	Pay Grade	Class Code

**Classification(s) Requested**

N/A	Classification Title	Pay Grade	Class Code
	Forensic Scientist	GS08	B053C
	Forensic Scientist	GS08	B053C
	Forensic Scientist	GS08	B053C

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
	7/9/18

Agency Director	Date
	7/9/18



**Department of Finance & Administration  
Office of Budget**

**FORM PACERT**

**CERTIFICATION OF FUNDING FOR PERSONNEL ACTIONS**

Agencies must complete this form for personnel actions involving director's discretion under the Uniform Classification & Compensation Act for either incumbents or new hires. By completing this form, your agency certifies that sufficient agency funds exist and are available during the current fiscal year, and are expected to be available on an ongoing basis, to cover the requested salary adjustment. Agencies requesting discretionary increases will not be eligible for additional Merit Adjustment Fund disbursements to cover the costs of such increases. For adjustments affecting more than one position, please attach a spreadsheet with the information below listed for each position. A signed copy of this form must be attached.

1. Business Area/Agency:	0955		
2. Type of Action Requested:	Growth Pool		
3. Employee Name:			
4. Employee Personnel Number (if any):			
5. Position Number:	3 New Positions		
6. Job Title:	Forensic Scientist		
7. Class Code:	B053C	8. Grade:	GS08
9. Current Salary:			
10. Requested Salary:			\$ 135,030
11. Change in Salary:			\$ 135,030
12. Change in Personal Services Match:			\$ 31,731
13. Total Budgetary Impact:			\$ 166,761
14. Fund Center:	498		
15. Cost Center:	454700		
16. Funding Source:	General Revenue		
17. Current Budget for Appropriation:	\$11,830,527		
18. Certified Funding for Appropriation:	\$11,830,527		

Justification:

The opioid epidemic facing the nation is directly impacting the Arkansas State Crime Laboratory. Over the last 2 years, the Drug section has experienced a 22% increase in drug cases, receiving over 22,000 cases in 2017. Based on cases received thus far this year, we are projecting to receive over 23,600 drug cases in 2018, a 7.4% increase. We currently have a 11,000 case drug backlog with a 9 month turnaround time. In order to tackle the backlog and increased incoming cases, additional chemists are needed. With 3 additional chemists, we project the backlog decreasing to a 30 day turnaround time in 24 months.

By signing this document, I certify that sufficient agency funds are available to support this request without impacting other programs or services. I also acknowledge that funding for this action will not be made available from the Merit Adjustment Fund.

  
Agency Director

7/9/18  
Date

