



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

**OFFICE OF THE DIRECTOR**

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August 23, 2013

Ms. Marty Garrity, Director  
Bureau of Legislative Research  
State Capitol, Room 315  
Little Rock, AR 72201

Dear Ms. Garrity:

In light of all the news reports and major pending changes with the parole and probation issues and the urgency for the agency to comply with the upcoming changes, the Office of Personnel Management is seeking emergency approval from the appropriate legislative committees for requests received from the Arkansas Department of Community Correction. Due to the fact that the Uniform Personnel Committee did not meet in the month of August, it becomes necessary that the appropriate legislative committees approve these requests for the Arkansas Department of Community Correction.

The Arkansas Department of Community Correction is requesting to maintain the salary of Ms. Dina Tyler Krumnow, whom the agency wishes to hire in a lower grade position than she currently holds at the Department of Correction. Ms. Krumnow will fill the new position of DCC Deputy Director of Administrative Services, Grade N904. Her current grade at the Department of Correction is N908 as ADC Assistant Director. She will report directly to the agency director of ADCC, Ms. Sheila Sharp, who is requesting to continue her current salary of \$88,991.76. Ms. Krumnow has worked for the Department of Correction for 18 years and has proven herself an asset in the public relations field and administration of the agency. It is critical that Ms. Krumnow assume her duties as soon as possible at the Department of Community Correction due to the intense scrutiny of the agency. With media inquiries mounting, Director Sharp is spending as much as half her work hours responding to reporter questions and requests. In addition, legislative requests continue, which take additional time to properly address.

Ms. Krumnow will handle media and governmental affairs for the agency. Once she is on the job, Director Sharp will be able to focus more on other areas of concern in the agency. Ms. Krumnow's education and experience make her extremely qualified for this new position. Ms. Krumnow holds a Bachelor's degree in Journalism and has established a 30 year career in the journalism field. Her experience includes but is not limited to representing the agency as spokesperson, drafting and tracking proposed legislation, writing and updating agency newsletters, drafting speeches for the agency director, and presenting information to public officials.

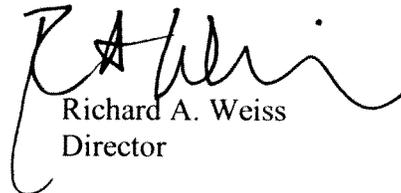
Ms. Marty Garrity  
August 23, 2013  
Page 2.

Also, the Arkansas Department of Community Correction is requesting one position from the central growth pool established by Arkansas Code 21-5-225. The agency is requesting the classification of DCC Deputy Director Administrative Services, Grade N904, Class Code N130N. The purpose of this request is to aid the agency in achieving efficiency in handling new responsibilities due to recent changes in management and administrative structures. The Department of Community Correction has instituted several policy changes which have a direct bearing on the management of the agency. The agency is increasing its public response and information sharing involving activities associated with the agency. In this dissemination and exchange of information using various media sources, the position will represent the Department of Community Correction.

This position will serve as a critical resource for the ADCC Director regarding legislative activities, public media, and departmental issues, and will be responsible for initiating a proactive exchange of information between the Department of Community Correction and the many media outlets surrounding public safety. This position will supervise a staff who will monitor social, economic, and political trends that might ultimately affect ADCC and will recommend ways to enhance the ADCC's image based on those trends. The Department of Community Correction certifies there are sufficient funds for the position.

The Office of Personnel Management has reviewed the information submitted and recommends approval of the agency's request to waive the standard 10% demotion policy on behalf of Ms. Krumnow, and for the growth pool position of ADCC Deputy Director of Administrative Services and now seeks emergency approval from the appropriate legislative committees concerning this matter. Approval of these requests would be greatly appreciated.

Sincerely,



Richard A. Weiss  
Director