



STATE OF ARKANSAS  
**BUREAU OF  
LEGISLATIVE RESEARCH**

Marty Garrity, Director  
Kim Arnall, Assistant Director  
for Fiscal Services  
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for Legal Services  
Richard Wilson, Assistant Director  
for Research Services

October 29, 2013

Dear Judges,

The Chairs of the Personnel Subcommittee of Arkansas Legislative Council (Senator Uvalde Lindsey and Representative Andrea Lea) have requested that I contact you to explain the current review of Trial Court Administrative Assistants and Court Reporters through an approved interim study proposal (2013-162).

The interim study proposal includes the review of employment structure and practices, salary, leave administration, and funding structure of Court Reporters and Trial Court Administrative Assistants employed by the circuit courts of Arkansas. The need for the interim study proposal is based on a number of factors. These include the number of requests from judges for salary adjustments for Court Reporters and Trial Court Administrative Assistants, the limited amount of funding available for both classifications through the Administration of Justice Fund, and the inability to provide certification pay to Trial Court Administrative Assistants after completion of the Certified Court Manager training.

The Bureau of Legislative Research has compiled data in a preliminary report that includes information related to Arkansas Code that establishes and governs both groups of employees. The report also includes salary data and funding structure information and details inconsistencies and issues within each of these areas.

The Personnel Committee met on October 23, 2013 to discuss the report and funding issues. No action was taken during this meeting. The committee will meet again on November 14, 2013 at 9am in Room 171 of the Capitol to further discuss the interim study proposal. The reports that were provided to the committee and those present on October 23 are now available online through the agenda for the November 14 Personnel meeting. The link to the reports is:

<http://www.arkleg.state.ar.us/assembly/2013/2013S1/Pages/MeetingAttachments.aspx?ItemId=21473&CalType=ME&List=Meetings&btnok=nook>

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Judge Vann Smith selected Judges Charles Yeargan, Earnest Brown and Xollie Duncan to represent the Judicial Council during this study. However, the Chairs would like to ensure that each of you are duly informed during this process and would appreciate any insight or information that you would like to offer. The Chairs also want to recognize the tremendous response from Court Reporters and Trial Court Assistants in completing the surveys sent out by Bureau staff. There were 111 returned surveys from the Trial Court Assistants and 92 returned surveys from the Court Reporters. If your Court Reporter or Trial Court Assistant has not returned their survey or did not receive one and would like to complete one, please contact me at [robinsont@blr.arkansas.gov](mailto:robinsont@blr.arkansas.gov) or 501-537-9108.

If you have any questions or information you would like to provide to the committee, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Tony Robinson". The signature is fluid and cursive, with a prominent initial "T" and a long, sweeping underline.

Tony Robinson  
Administrator, Personnel Review  
Bureau of Legislative Research