



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

**OFFICE OF PERSONNEL MANAGEMENT
Administrator's Office**
1509 West Seventh Street, Suite 201
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Little Rock, Arkansas 72203-3278
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<http://www.state.ar.us/dfa>

September 17, 2014

Senator Uvalde Lindsey, Co-Chairperson
Representative Andrea Lea, 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 submits a request from the Arkansas Agriculture Department for your review.

The Arkansas Agriculture Department has requested the establishment of a new title, Agriculture Chief Fiscal Officer, at a grade N903, from the position pool established by ACA 21-5-225 (a) (1). The following position being surrendered along with the classification requested is listed below:

<u>POSITIONS SURRENDERED</u>	<u>TITLE</u>	<u>CLASS CODE</u>	<u>GRADE</u>
22088660	Fiscal Division Manager	A014C	C127

CLASSIFICATION REQUESTED

Agriculture Chief Fiscal Officer	N903
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JUSTIFICATION

The Agriculture Department budget, expenditures, and employee population have grown considerably; therefore, the agency's budget has extremely large fiscal responsibilities. Due to the salary constraints level, Agriculture has experienced excessive turnover within this position. Not having a position properly classified is adversely impacting the agency in the loss of qualified applicants. This position will be responsible for all the fiscal operations of the agency, in addition to monitoring federal funds. If approved, this position would enable the agency to recruit and retain a qualified candidate as chief fiscal officer.

Senator Uvalde Lindsey, Co-Chairperson
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September 17, 2014
Page 2

The Office of Personnel Management has reviewed this request and **recommends** the establishment and approval of one pool position classified as Agriculture Chief Fiscal Officer; grade N903, for fiscal year 2015.

Your approval of this request is greatly appreciated.

Sincerely,



Kay B. Terry
State Personnel Administrator



Chief Fiscal Officer of the State

SEP - 9 2014

Date

KBT/AS

ARKANSAS AGRICULTURE DEPARTMENT

MIKE BEEBE
GOVERNOR

BUTCH CALHOUN
SECRETARY OF
AGRICULTURE



#1 NATURAL RESOURCES DRIVE
LITTLE ROCK, AR 72205

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E-MAIL: SECRETARY@AAD.AR.GOV

August 28, 2014

RECEIVED

SEP 03 2014

OFFICE OF PERSONNEL MGMT
CLASS & COMP

Ms. Kay Barnhill Terry
Administrator, Office of Personnel Management
401 DFA Building
1509 W. 7th Street
Little Rock, AR 72201

Dear Kay:

I am writing to request a pool position for the Chief Fiscal Officer position at the Arkansas Agriculture Department. The Department has experienced excessive turnover with this position due to the salary level. We will turn in the C127 position if we receive the requested pool position.

I appreciate your attention to my request. Please let me know if you have any questions or need additional information.

Sincerely,

Handwritten signature of Butch Calhoun in black ink.

Butch Calhoun
Secretary of Agriculture
State of Arkansas

New Title Agric Chief fiscal officer
N903