

REPORT OF THE
UNIFORM PERSONNEL CLASSIFICATION AND COMPENSATION PLAN SUBCOMMITTEE OF THE
ARKANSAS LEGISLATIVE COUNCIL

November 19, 2009

Mr. Chairmen:

The Uniform Personnel Classification and Compensation Plan Subcommittee met on October 15, 2009 at 10:00 a.m., in Room 171, of the State Capitol and reviewed the following personnel-related items and respectfully request that they be filed with the Arkansas Legislative Council:

1. Approval of Provisional Positions for 2 year and 4 year institutions of Higher Education: **(Attachment 1)**
2. Quarterly Employment Report for the First Fiscal Quarter of 2010: **(Attachment 2)**
3. Request to obtain pool positions from the OPM pool established in Arkansas Code 21-5-225 (a)(1) by Act 688 of 2009:

Agency: Arkansas Dept of Veterans Affairs
Position Surrendered: 22133691, T084C, Public Safety Security Officer, Grade C110
Classification Requested: L069C, Licensed Practical Nurse, Grade C113

Agency: Arkansas State Police
Position Surrendered: 22143515, D071C, Computer Support Analyst, Grade C117
Classification Requested: D030C, Information Systems Coordinator, Grade C124

4. Request to obtain pay plan correction pool positions as authorized by Arkansas Code 21-5-225 (d)(1) established by Act 688 of 2009:

Agency: Arkansas Dept of Human Services, Division of Developmental Disabilities Services
Conway Human Development Center

Positions Surrendered: 22099661, V015C, Purchasing Specialist, Grade C115
22111949, L069C, Licensed Practical Nurse, Grade C113
22097946, G152C, DHS Program Manager, Grade C119
22100880, M084C, Behavioral Health Aide, Grade C108
22099589, V028C, Warehouse Worker, Grade C106
22099806, V028C, Warehouse Worker, Grade C106
22102338, V028C, Warehouse Worker, Grade C106
22097461, C056C, Administrative Specialist III, Grade C112
22109275, C056C, Administrative Specialist III, Grade C112
22109501, C056C, Administrative Specialist III, Grade C112

Classifications Requested: V014C, Buyer, Grade C116
L038C, Registered Nurse, Grade C120
L015C, Clinical Speech Pathologist, Grade C124
C073C, Administrative Specialist II, Grade C109
L069C, Licensed Practical Nurse (3), Grade C113
L066C, Rehabilitation Instructor (3), Grade C113

Agency: Arkansas Dept of Human Services, Division of Developmental Disabilities Services
Position Surrendered: 22100806, G152C, DHS Program Manager, Grade C119
Classification Requested: L009C, Nurse Manager, Grade C125

5. Request to obtain a pool position from the central growth pool established in Ark. Code 21-5-225 (b)(1) by Act 688 of 2009:

Agency: Arkansas State Bank Dept
Classification Requested: A005N, Assistant Deputy Bank Commissioner, Grade N906

6. Request to obtain positions from the Institution of Higher Learning Growth Pool established by Act 379 of 2009:

Institution: University of Arkansas Community College at Morrilton
Classification Requested: D065C, Network Support Analyst, Grade C118

Institution: University of Arkansas Community College at Morrilton
Classification Requested: Project/Program Manager, LIM-FY10 \$62,978

7. Request to obtain a position from the Dept of Workforce Services Growth Pool established by Act 1281 of 2009:

Classification Requested: D022C, Systems Specialist, Grade C124

8. Request from the University of Arkansas for Medical Sciences for salary administration grids, as authorized by Arkansas Code 21-5-222 (a)(1) established by Act 688 of 2009 for the following classifications: **(Attachment 3)**

9. Request from the Arkansas School for the Blind for authorization to use an education compensation differential of up to six percent (6%) for specific positions obtaining related college degrees as follows and as is authorized by Arkansas Code 21-5-221, as established by Act 688 of 2009.

Up to 6% for C058C, Education Para-Professional, Grade C111; employees who have earned an Associates Degree in Education or have completed two years of college course work and/or met the requirements of a Para-Professional assessment, as documented by the following:

- I. Official Transcript, Certificate or Degree Award
- II. Official Results from Para-Professional Assessment Exam

10. Request from the Department of Career Education for authorization to use an education compensation differential of up to six percent (10%) for specific positions obtaining related college degrees as follows and as is authorized by Arkansas Code 21-5-221 (1), as established by Act 688 of 2009:

Foreign language, including American Sign Language, applicable to positions for which that skill is determined to be directly related to the effective performance of the job duties:

- Up to 2% for beginner proficiency
- Up to 5% for intermediate proficiency
- Up to 7.5% for advanced beginner proficiency
- Up to 10% for qualified proficiency

11. The following classification titles for use in implementation of Miscellaneous Federal Grant Positions (A.C.A. § 19-7-501 et seq):

Agency: Arkansas Economic Development Commission

<u>Class Code / Title</u>	<u>Grade</u>	<u>Positions</u>
A066C, Internal Auditor	C119	1
G180C, Grants Analyst	C117	1

Agency: DFA Office of Intergovernmental Services

<u>Class Code / Title</u>	<u>Grade</u>	<u>Positions</u>
G180C, Grants Analyst	C117	3
X129C, Construction Inspector	C116	2

Respectfully Submitted,

Senator Steve Faris, Co-Chairman

Representative John Paul Wells, Co-Chairman

Arkansas Public Higher Education Provisional Positions Report

November 2009



Arkansas Department of Higher Education
114 East Capitol, Little Rock, Arkansas 72201

**Provisional Positions Approved
2009-10 Fiscal Year**

DATE: November 2009
INST: Northwest Arkansas Community College

Number of Positions Authorized by Act 688 and 245 of 2009 80
 Number of Positions Established To Date 28
 Number of Positions Remaining for 2009-10 52
 Number of New Provisional Positions 3
 Number of Continual Provisional Positions

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
11	New	Academic Advisor	Academic Advisor - Case Manager	2	\$48,006	Title III Grant	Student Learning
12	New	Project/Program Manager	Project/Program Manager - Title III	1	\$62,978	Title III Grant	Student Learning

Total Number of Positions 3

**Provisional Positions Approved
2009-10 Fiscal Year**

DATE: November 2009

INST: Arkansas Northeastern College

Number of Positions Authorized by Act 688 and 245 of 2009
 Number of Positions Established to Date
 Number of Positions Remaining for 2009-10
 Number of New Provisional Positions
 Number of Continual Provisional Positions

70
51
19
5

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
22	New	Counselor	Counselor	5	\$79,307	AR Department of Career Education	Career Pathways
Total Number of Positions				5			

**Provisional Positions Approved
2009-10 Fiscal Year**

DATE: November 2009

INST: University of Arkansas - Medical Sciences

Number of Positions Authorized by Act 688 and 245 of 2009
 Number of Positions Established To Date
 Number of Positions Remaining for 2009-10
 Number of New Provisional Positions
 Number of Continual Provisional Positions

1000
 627
 373
 1

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
250	New	Education Coordinator	Education Coordinator	1	\$106,925	NIH/Nat. Cancer Institute	ACC Cancer Control

Total Number of Positions 1

**Provisional Positions Approved
2009-10 Fiscal Year**

DATE: November 2009
INST: University of Arkansas at Pine Bluff

Number of Positions Authorized by Act 688 and 245 of 2009
Number of Positions Established To Date
Number of Positions Remaining for 2009-10
Number of New Provisional Positions
Number of Continual Provisional Positions

130
88
42

1
3

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
46	New	Project/Program Specialist	Project/Program Specialist	1	\$68,016	U.S. Dept of Education	Academic Affairs
928	New	C056C / Administrative Specialist III	C056C / Administrative Specialist III	1	C112	USDA - CREES	School of Agri - Fisheries and Human Sciences
929	New	C056C / Administrative Specialist III	C056C / Administrative Specialist III	1	C112	USDA - CREES	School of Agri - Fisheries and Human Sciences
930	New	C056C / Administrative Specialist III	C056C / Administrative Specialist III	1	C112	USDA - CREES	School of Agri - Fisheries and Human Sciences
Total Number of Positions				4			

**Provisional Positions Approved
2009-10 Fiscal Year**

DATE: November 2009
INST: University of Arkansas at Little Rock

Number of Positions Authorized by Act 688 and 245 of 2009
Number of Positions Established To Date
Number of Positions Remaining for 2009-10
Number of New Provisional Positions
Number of Continual Provisional Positions

300
195
105

1

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
65	New	Post Doctoral Fellow	Post Doctoral Fellow	1	\$76,072	Department of Defense	Nanotechnology Center

Total Number of Positions 1

QUARTERLY EMPLOYMENT REPORT
Arkansas Code 19-4-609

FIRST FISCAL QUARTER 2010
July, August, September 2009

State Personnel Review Section
Budget and Fiscal Review Division
Arkansas Bureau of Legislative Research
October 23, 2009

Arkansas Code 19-4-609, the "productivity reporting" portion of the State Accounting and Budgetary Procedures law of Arkansas, provides that:

Each executive, judicial, legislative, and any other agency of the state shall provide, on a calendar-monthly basis, information reflecting the number of current employees in each such agency, the number of newly hired employees, the number of employees who have transferred to other state agencies, the number of employees who retired, the number of all other separations of employees, and such other information as may be requested.

The information shall be compiled on forms developed by the Bureau of Legislative Research and submitted to the Arkansas Legislative Council on a calendar-quarterly basis.

The information contained in this report was gathered on survey forms completed by agencies of the state government. Information was requested for regular employees only.

The information was received from agencies on monthly employment reporting forms and compiled on a quarterly basis. This information is compared with that provided the preceding quarter and the year-ago quarter.

Arkansas State government had 1,545 more employees on monthly average in the 1st Fiscal Quarter 2010 than in the 1st Fiscal Quarter 2009.

	<u>FY 2009</u>	<u>FY 2010</u>
1st Fiscal Quarter Monthly Average	54,639	56,184
2nd Fiscal Quarter Monthly Average	55,329	
3rd Fiscal Quarter Monthly Average	56,092	
4th Fiscal Quarter Monthly Average	55,732	

*Includes both classified and non-classified employees.

VACANT BUDGET POSITIONS 1st Fiscal Quarter 2010

Act 1686 of 2005 asks state agencies/institutions to collect the number of "current vacant budgeted positions" at each agency. A quarterly list of reasons why each position is vacant was also requested. The quarterly average number of vacant budgeted positions for the current fiscal quarter is 6450.

OVERTIME, COMPENSATORY TIME

At its March 12, 1992 meeting, the Governmental Efficiency Subcommittee of the Joint Performance Review Committee asked this office to use the Monthly Employment Report form to collect information from State agencies reflecting the gross total amount of Overtime Paid and the total number of Compensatory Time hours granted to employees.

The amounts reported for 1st Fiscal Quarter 2010 on monthly average were are follows:

Overtime Paid	\$1,507,349.34
Comp Hours Taken	30193.96

1ST QUARTER FY2010 Monthly Average

Run Date: October 23, 2009

	New Hires				Total	O.T. Paid		Comp. Hrs		Vacant	Chg From		Separations-Detail		
	1ST QUARTER FY2009	4TH QUARTER FY2009	1ST QUARTER FY2010	1ST QUARTER FY2010		1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2009		4TH QUARTER FY2009	1ST QUARTER FY2009	1ST QUARTER FY2010		
													Trans	Rtr	Other Total
Henderson State University	480	490	10	5	494	\$801.89	361.80	7	4	14	0	0	4	5	
Southern Arkansas University - Magnolia	339	346	7	3	347	\$705.30	123.58	7	1	8	0	0	2	3	
SAU-Tech	133	136	4	2	135	\$144.72	45.83	5	-1	2	0	0	2	2	
SAU-Fire Training Academy	22	22	1	0	23	\$0.00	27.25	1	1	1	0	0	0	0	
SAU-Environmental Control	6	5	0	0	7	\$0.00	0.00	0	1	0	0	0	0	0	
Arkansas State Univ.-Beebe	336	337	5	4	339	\$0.00	122.83	12	2	3	0	0	4	4	
ASU-Newport	150	150	2	3	150	\$0.00	18.75	2	-1	-1	0	1	2	3	
ASU - Jonesboro	1578	1554	31	9	1589	\$0.00	541.63	44	34	10	0	0	8	9	
ASU - Mountain Home	106	105	3	1	112	\$0.00	0.00	2	7	6	0	0	0	1	
Arkansas Tech University	693	713	13	7	716	\$1,725.19	80.58	38	3	23	0	1	6	7	
U of A, Fayetteville - Main Campus	3141	3216	59	41	3231	\$61,381.53	1552.50	1263	14	89	0	3	37	41	
U of A, Fayetteville - System Administration	59	61	0	0	60	\$0.00	0.00	24	-1	1	0	0	0	0	
U of A, Fayetteville - Agri. Experiment Station	607	630	3	14	601	\$8,255.91	954.83	214	-29	-6	0	0	14	14	
U of A, Fayetteville - Cooperative Extension Svc.	736	738	5	14	712	\$330.62	121.08	190	-26	-24	1	9	4	14	
U of A, Fayetteville - Archaeological Survey	44	45	0	0	45	\$0.00	0.00	3	0	1	0	0	0	0	
U of A, Fayetteville - Criminal Justice Institute	40	43	1	1	43	\$0.00	7.75	23	-1	2	0	0	1	1	
Arkansas School for Math, Science and Arts	96	108	4	1	116	\$0.00	0.00	8	7	19	0	0	0	0	
U of A at Fort Smith	487	533	33	12	528	\$20,275.76	38.21	16	-5	41	0	1	10	12	
U of A at Little Rock	1461	1485	29	15	1490	\$1,093.66	81.33	77	5	29	1	1	13	15	
U of A Medical Sciences	7810	8413	117	116	8453	\$698,311.65	708.18	830	39	642	0	1	114	116	
U of A at Monticello	384	386	4	4	380	\$16.70	301.13	55	-6	-4	0	1	3	4	
U of A at Pine Bluff	632	616	61	16	655	\$18,293.68	0.00	11	39	23	0	0	16	16	
Univ. of Central Arkansas	1229	1012	169	13	1209	\$10,799.67	1182.58	147	196	-21	0	3	10	13	
Subtotals 4 Year Institutions	20569	21144	561	279	21435	\$822,136.29	6269.87	2979	283	858	2	22	250	279	
2 Year Institutions															
Cossatot Comm. College, UA System	124	123	1	1	121	\$0.00	0.00	0	-2	-3	0	0	1	1	
East Arkansas Comm. College	120	117	2	0	119	\$0.00	1.17	5	2	-1	0	0	0	0	
Mid-South Comm. College	144	145	4	5	142	\$0.00	13.92	5	-3	-2	0	0	5	5	
Arkansas Northeastern College	179	184	17	6	179	\$49.10	24.92	35	-5	0	0	0	5	6	
North Arkansas Comm. College	179	192	4	3	168	\$116.67	32.17	2	-24	-11	0	2	1	3	
Northwest Ark. Comm. College	358	363	9	4	364	\$757.39	101.54	8	0	5	0	0	4	4	
Phillips Comm. Coll.-UA System	227	225	2	1	227	\$450.36	0.00	9	1	-1	0	0	0	1	
Rich Mountain Comm. College	71	67	1	0	67	\$0.00	0.00	53	0	-4	0	0	0	0	
South Arkansas Community College	142	146	3	2	143	\$88.88	50.67	5	-3	1	0	0	2	2	

Run Date: October 23, 2009

* A separation occurs when an agency payroll for reasons such as retirement, transfers, terminations or leave without pay.

	New Hires			Total	O.T. Paid		Comp. Hrs	Vacant	Chg From	Chg From	Separations-Detail			
	1ST QUARTER FY2009	4TH QUARTER FY2009	1ST QUARTER FY2010		1ST QUARTER FY2010	1ST QUARTER FY2010					1ST QUARTER FY2009	1ST QUARTER FY2010	Trans	Rtr
UA Community College at Batesville	114	119	2	2	120	\$0.00	180.00	1	0	5	0	0	1	2
UA Community College at Hope	109	111	1	2	110	\$0.00	0.00	4	-1	1	0	0	2	2
UA Community College at Morrilton	170	148	28	2	167	\$1,416.57	15.00	1	19	-3	0	0	2	2
National Park Community College	208	244	47	26	236	\$0.00	10.58	6	-9	27	0	1	24	26
Ozarka College	93	98	1	2	98	\$0.00	0.00	1	0	5	0	0	1	2
Subtotals 2 Year Institutions	2238	2282	123	55	2261	\$2,878.96	429.96	136	-25	19	0	4	49	55
Technical Colleges														
Black River Technical College	138	140	3	1	143	\$0.00	0.00	3	2	4	0	0	1	1
Ouachita Technical College	159	99	1	1	98	\$0.00	0.00	0	-2	-62	0	0	0	1
Pulaski Technical College	316	337	13	3	357	\$1,303.00	38.83	20	20	41	0	0	3	3
Southeast Arkansas College	132	120	2	2	118	\$12.58	2.08	19	-3	-15	0	0	2	2
Subtotals Technical Colleges	745	696	19	8	715	\$1,315.58	40.92	42	17	-32	0	1	6	8
Subtotals INSTITUTIONS OF HIGHER EDUCATION	23552	24122	703	342	24411	\$826,330.83	6740.74	3157	275	845	2	27	306	341
BOARDS & COMM - REGULATORY														
Abstractors Board of Examiners	1	2	0	0	2	\$0.00	0.00	0	0	1	0	0	0	0
State Bd. of Accountancy	7	8	0	0	9	\$0.00	5.92	0	1	2	0	0	0	0
Appraiser's Licensing & Certification Bd	4	4	0	0	4	\$0.00	0.00	0	0	0	0	0	0	0
State Board of Architects	3	3	0	0	3	\$0.00	0.00	0	0	0	0	0	0	0
Auctioneers Licensing Board	1	1	0	0	1	\$0.00	0.00	0	0	0	0	0	0	0
State Bd. of Barber Exams.	3	3	0	0	3	\$0.00	0.00	0	0	0	0	0	0	0
Prof. Bail Bondsmen Licensing Bd.	3	3	0	0	3	\$0.00	0.00	0	0	0	0	0	0	0
Arkansas Burial Assoc. Board	3	3	0	0	3	\$0.00	0.00	0	0	0	0	0	0	0
State Bd. of Collection Agencies	5	3	0	0	4	\$0.00	0.00	3	1	-1	0	0	0	0
Contractors' Licensing Board	16	17	0	0	17	\$0.00	0.00	1	0	1	0	0	0	0
State Board of Examiners in Counseling	3	3	0	0	3	\$0.00	10.00	23	0	0	0	0	0	0
SB of Embalmers/Funeral Dir.	1	1	0	0	1	\$0.00	0.00	2	0	0	0	0	0	0
Bd. Reg. for Professional Engineers	5	5	0	0	5	\$0.00	0.00	0	-1	-1	0	0	0	0
Fire Protection Licensing Board	2	2	0	0	2	\$0.00	1.33	0	0	0	0	0	0	0
Bd. Reg. for Professional Geologists	1	1	0	0	1	\$0.00	0.00	0	0	0	0	0	0	0
Arkansas Real Estate Comm.	14	15	0	0	14	\$0.00	0.00	1	-1	0	0	0	0	0
Speech Pathology & Audiology	1	1	0	0	1	\$0.00	0.00	0	0	0	0	0	0	0
Towing and Recovery Board	3	3	0	0	3	\$0.00	0.00	0	0	0	0	0	0	0
Subtotals BOARDS & COMM - REGULATORY	76	78	0	1	79	\$0.00	17.25	30	0	2	0	0	0	1
BOARDS & COMM - MEDICAL RELATED														

Run Date: October 23, 2009

* A separation occurs when an employee is removed from an agency payroll for reasons such as retirement, transfers, terminations or leave without pay.

	New Hires				Total	O.T. Paid		Comp. Hrs		Vacant		Chg From		Separations-Detail		
	1ST QUARTER FY2009	4TH QUARTER FY2009	1ST QUARTER FY2010	1ST QUARTER FY2010		1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	4TH QUARTER FY2009	1ST QUARTER FY2009	Trans	Rtr	Other Total
State Bd. of Chiropractic Examiners	1	1	0	0	1	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
State Bd. of Dental Examiners	3	3	0	0	3	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Massage Therapy Board	1	2	0	0	2	\$0.00	\$0.00	0.00	0	-1	0	0	0	0	0	0
State Medical Board	35	38	1	0	38	\$0.00	\$0.00	8.00	2	0	3	0	0	0	0	0
Physical Therapy Board	2	2	0	0	2	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Minority Health Commission	8	6	0	0	8	\$0.00	\$0.00	0.00	1	1	-1	0	0	0	0	0
Ark. State Board of Nursing	25	25	0	0	26	\$0.00	\$0.00	12.33	3	1	1	0	0	0	0	0
Opticians Board	1	1	0	0	1	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Optometry Board	2	2	0	0	2	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
State Board of Pharmacy	9	9	0	0	10	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
SB of Examrs. in Psychology	2	1	0	0	1	\$0.00	\$0.00	0.00	1	0	-1	0	0	0	0	0
Social Work Licensing Board	1	1	0	0	1	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
State Spinal Cord Commission	24	25	0	0	25	\$0.00	\$0.00	0.00	0	0	1	0	0	0	0	0
Veterinary Med. Exam. Board	1	1	0	0	1	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Dietetics Licensing Board	1	1	0	0	1	\$0.00	\$0.00	0.00	1	0	0	0	0	0	0	0
Subtotals BOARDS & COMM - MEDICAL RELATED	116	118	1	1	121	\$0.00	\$0.00	20.33	8	1	3	0	0	1	2	1

BOARDS & COMM - OTHER

Capitol Zoning District Commission	2	3	0	0	3	\$0.00	\$0.00	0.00	0	0	1	0	0	0	0	0
Disability Deter. for SSA	233	254	2	3	269	\$115,180.94	\$115,180.94	0.00	87	15	36	0	1	2	3	3
State Bd. of Election Commissioners	6	6	0	0	6	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Ethics Commission	7	9	0	0	9	\$0.00	\$0.00	0.00	0	0	2	0	0	0	0	0
Arkansas Fair Housing Commission	5	5	1	0	5	\$0.00	\$0.00	0.00	5	-1	-1	0	0	0	0	0
Dr. Martin Luther King, Jr. Commission	2	2	0	0	3	\$0.00	\$0.00	0.00	1	1	1	0	0	0	0	0
Manufactured Homes Stds. Commission	3	3	0	0	3	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Motor Vehicle Commission	7	7	0	0	7	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Private Career Education Board	4	4	0	0	4	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Science & Tech. Authority	16	18	0	0	18	\$0.00	\$0.00	0.00	0	0	2	0	0	0	0	0
Student Loan Authority	6	6	0	0	6	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Tobacco Control Board	17	18	0	0	13	\$0.00	\$0.00	0.00	0	-6	-5	0	0	0	0	0
Tobacco Settlement Commission	2	2	0	0	2	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
War Memorial Stadium Comm.	5	5	0	0	5	\$22.00	\$22.00	59.58	1	0	0	0	0	0	0	0
Waterways Comm.	2	2	0	0	2	\$0.00	\$0.00	0.00	0	0	0	0	0	0	0	0
Subtotals BOARDS & COMM - OTHER	317	344	3	3	355	\$115,202.94	\$115,202.94	59.58	95	9	36	0	1	2	3	3

Run Date: October 23, 2009

* A separation occurs when an employee is removed from an agency payroll for reasons such as retirement, transfers, terminations or leave without pay.

SEPARATE AGENCIES															Separations-Detail				
1ST QUARTER FY2009	4TH QUARTER FY2009	New Hires		1ST QUARTER FY2010	1ST QUARTER FY2010	Total	O.T. Paid 1ST QUARTER FY2010	Comp. Hrs 1ST QUARTER FY2010	Vacant 1ST QUARTER FY2010	Chg From 4TH QUARTER FY2009	Chg From 1ST QUARTER FY2009	Trans			Other	Total			
		1ST QUARTER FY2010	1ST QUARTER FY2009									Trans	Rtr	Other					
68	74	0	1	1	73		\$0.00	73.67	2	-1	5	0	0	0	1				
10	10	1	1	1	10		\$0.00	0.00	0	0	0	0	0	1	1				
54	53	1	1	1	52		\$0.00	103.50	2	-2	-3	0	0	1	1				
55	57	0	0	0	58		\$0.00	1.25	4	1	3	0	0	0	0				
4	4	0	0	0	4		\$0.00	0.00	0	0	0	0	0	0	0				
167	183	9	4	195	195		\$1,203.20	109.50	27	11	27	0	0	4	4				
1	0	0	0	0	1		\$0.00	0.00	1	0	-1	0	0	0	0				
24	25	1	0	0	26		\$0.00	21.75	2	0	1	0	0	0	0				
7	7	0	0	0	7		\$0.00	0.50	3	0	0	0	0	0	0				
6	7	0	0	0	7		\$0.00	0.00	0	0	1	0	0	0	0				
75	81	1	5	5	88		\$7,340.52	151.33	10	7	13	0	1	4	5				
5	5	0	0	0	5		\$0.00	0.00	0	0	0	0	0	0	0				
30	32	1	0	0	33		\$0.00	0.00	6	1	3	0	0	0	0				
21	20	0	0	0	21		\$0.00	0.00	1	1	0	0	0	0	0				
295	294	1	1	1	296		\$0.00	0.00	6	1	0	0	0	1	1				
104	106	0	1	1	106		\$0.00	29.33	9	0	2	0	0	1	1				
59	64	0	0	0	65		\$0.00	15.83	9	0	5	0	0	0	0				
958	949	12	9	9	946		\$48,394.31	1014.83	43	-3	-12	0	4	5	9				
81	81	1	1	1	82		\$0.00	2.67	11	0	0	0	0	1	1				
68	70	0	0	0	71		\$0.00	0.00	3	0	2	0	0	0	0				
72	73	2	2	2	72		\$56.67	89.73	17	-2	-1	0	1	2	2				
121	126	1	1	1	128		\$2,482.56	6.17	13	2	7	0	0	1	1				
167	169	1	3	3	163		\$0.00	0.00	17	-6	-4	0	1	1	3				
548	549	7	12	12	551		\$33,468.03	1059.25	80	1	2	0	2	11	12				
38	37	0	0	0	38		\$0.00	0.00	0	1	0	0	0	0	0				
5	5	0	0	0	5		\$0.00	2.67	0	0	0	0	0	0	0				
75	75	2	1	1	78		\$90.00	0.00	14	2	2	0	1	0	1				
1	2	0	0	0	2		\$0.00	0.00	1	0	1	0	0	0	0				
127	124	0	1	1	121		\$0.00	8.17	32	-3	-6	0	1	0	1				
3246	3282	44	43	3302	3302		\$93,035.29	2690.15	314	11	47	0	10	32	43				
Subtotals SEPARATE AGENCIES																			
DEPARTMENT OF ARKANSAS HERITAGE																			
135	140	1	1	1	139		\$0.00	85.75	7	-2	3	0	0	1	1				

	New Hires				Total	O.T. Paid		Comp. Hrs	Vacant	Chg From		Separations-Detail			
	1ST QUARTER FY2009		1ST QUARTER FY2010			1ST QUARTER FY2010	1ST QUARTER FY2010			4TH QUARTER FY2009	1ST QUARTER FY2010	Trans	Rtr	Other	Total
	1ST QUARTER FY2009	4TH QUARTER FY2009	1ST QUARTER FY2010	1ST QUARTER FY2010											
Subtotals DEPARTMENT OF ARKANSAS HERITAGE															
	135	140	1	1	139	\$0.00		85.75	7	-2	3	0	0	1	1
DEPARTMENT OF ASSESSMENT COORDINATION															
	30	35	0	0	32	\$0.00		0.00	3	-3	2	0	0	0	0
Subtotals DEPARTMENT OF ASSESSMENT COORDINATION															
	30	35	0	0	32	\$0.00		0.00	3	-3	2	0	0	0	0
DEPARTMENT OF COMMUNITY CORRECTION															
	1220	1205	34	34	1206	\$0.00		492.33	179	1	-14	1	2	31	34
Subtotals DEPARTMENT OF COMMUNITY CORRECTION															
	1220	1205	34	34	1206	\$0.00		492.33	179	1	-14	1	2	31	34
DEPARTMENT OF CORRECTION															
	3790	3837	108	83	3912	\$20,588.22		0.00	428	75	122	0	5	78	83
Subtotals DEPARTMENT OF CORRECTION															
	3790	3837	108	83	3912	\$20,588.22		0.00	428	75	122	0	5	78	83
DEPARTMENT OF INFORMATION SYSTEMS															
	253	255	1	1	249	\$870.08		21.83	10	-6	-4	0	1	1	1
Subtotals DEPARTMENT OF INFORMATION SYSTEMS															
	253	255	1	1	249	\$870.08		21.83	10	-6	-4	0	1	1	1
DEPARTMENTS OF EDUCATION & WORKFORCE ED															
Department of Education	352	363	6	4	371	\$0.00		0.00	85	8	19	0	0	4	4
Department of Workforce Education	95	93	0	1	82	\$10.49		18.17	12	-11	-13	0	0	0	1
Department of Workforce Ed-Rehabilitation Service	480	484	3	6	473	\$0.00		103.75	59	-12	-8	0	2	4	6
School for the Blind	91	88	2	2	86	\$519.49		30.75	12	-2	-5	0	1	1	2
School for the Deaf	152	153	2	3	150	\$609.55		36.50	31	-4	-3	0	0	2	3
Educational TV Division	97	96	1	2	96	\$0.00		13.17	17	0	-1	0	0	2	2
Arkansas State Library	45	47	1	0	50	\$0.00		0.00	5	2	4	0	0	0	0
Crowley's Ridge Technical Institute	58	57	1	1	55	\$0.00		0.00	6	-3	-4	0	1	0	1
Northwest Technical Institute	61	58	1	0	58	\$0.00		0.00	7	0	-3	0	0	0	0
Riverside Vo-Tech	36	38	0	0	38	\$0.00		0.00	1	0	2	0	0	0	0
Subtotals DEPARTMENTS OF EDUCATION & WORKFORCE ED															
	1467	1477	16	18	1458	\$1,139.54		202.33	235	-22	-12	0	3	14	18
DEPARTMENT OF WORKFORCE SERVICES															
	743	796	7	5	810	\$0.00		944.33	40	13	66	0	2	3	5
Subtotals DEPARTMENT OF WORKFORCE SERVICES															
	743	796	7	5	810	\$0.00		944.33	40	13	66	0	2	3	5
DEPARTMENT OF FINANCE & ADMINISTRATION															
	2652	2717	19	22	2716	\$12,891.07		876.75	108	-1	64	3	5	14	22
Subtotals DEPARTMENT OF FINANCE & ADMINISTRATION															
	2652	2717	19	22	2716	\$12,891.07		876.75	108	-1	64	3	5	14	22
DEPARTMENT OF HEALTH															

	New Hires		Separations*		Total		O.T. Paid		Comp. Hrs		Vacant		Chg From		Separations-Detail			
	1ST QUARTER FY2009	4TH QUARTER FY2009	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	4TH QUARTER FY2009	1ST QUARTER FY2009	Trans	Rtr	Other	Total
DEPARTMENT OF HEALTH																		
Subtotals DEPARTMENT OF HEALTH	2701	2804	16	25	2775		\$0.00	5103.17	418				-29	74	0	7	18	25
DEPARTMENT OF HIGHER EDUCATION																		
Subtotals DEPARTMENT OF HIGHER EDUCATION	2701	2804	16	25	2775		\$0.00	5103.17	418				-29	74	0	7	18	25
DEPARTMENT OF HIGHER EDUCATION																		
Subtotals DEPARTMENT OF HIGHER EDUCATION	43	45	1	1	45		\$0.00	0.00	9				0	2	0	0	0	1
DEPARTMENT OF HUMAN SERVICES																		
Directors Office																		
Office of Chief Counsel																		
Aging and Adult Services																		
Children and Family Services																		
Child Care and Early Childhood Ed.																		
Behavioral Health Services																		
Medical Services																		
County Operations																		
Financial Administration																		
Developmental Disabilities Services																		
Services for the Blind																		
Volunteerism																		
Youth Services																		
Subtotals DEPARTMENT OF HUMAN SERVICES	7102	7188	145	111	7259		\$322,057.67	10311.58	703				67	153	0	19	90	111
ECONOMIC DEVELOPMENT COMMISSION																		
ECONOMIC DEVELOPMENT COMMISSION																		
Subtotals ECONOMIC DEVELOPMENT COMMISSION	90	93	2	1	91		\$0.00	3.50	17				-2	1	0	0	1	1
DEPARTMENT OF LABOR																		
DEPARTMENT OF LABOR																		
Subtotals DEPARTMENT OF LABOR	98	97	1	1	97		\$0.00	107.00	6				0	-1	0	0	1	1
DEPARTMENT OF PARKS AND TOURISM																		
DEPARTMENT OF PARKS AND TOURISM																		
Subtotals DEPARTMENT OF PARKS AND TOURISM	723	733	10	5	738		\$0.00	786.65	49				5	15	0	1	4	5
DEPARTMENT OF ENVIRONMENTAL QUALITY																		
DEPARTMENT OF ENVIRONMENTAL QUALITY																		
Subtotals DEPARTMENT OF ENVIRONMENTAL QUALITY	381	405	2	5	400		\$4.17	70.92	28				-5	19	0	1	4	5
DEPARTMENT OF AGRICULTURE																		

Run Date: October 23, 2009

* A separation occurs when an agency payroll for reasons such as retirement, transfers, terminations or leave without pay.

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	New Hires		Separations*		Total	O.T. Paid		Comp. Hrs		Vacant		Chg From		Separations-Detail		
	1ST QUARTER FY2009	4TH QUARTER FY2009	1ST QUARTER FY2010	1ST QUARTER FY2010		1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	1ST QUARTER FY2010	4TH QUARTER FY2009	1ST QUARTER FY2009	Trans	Rtr	Other Total
Administration	2	3	0	0	3	\$0.00	0.00	1	0	1	0	0	0	0	0	0
Aquaculture Division	2	2	0	0	2	\$0.00	0.00	0	0	0	0	0	0	0	0	0
Forestry Division	319	318	3	3	319	\$921.00	1464.83	10	1	0	0	0	0	0	3	3
Land Survey Division	4	4	0	0	4	\$0.00	0.00	0	0	0	0	0	0	0	0	0
Livestock & Poultry Comm.	119	116	1	1	115	\$21,465.40	14.00	97	-1	-4	0	0	0	0	0	1
State Plant Board	126	133	0	3	126	\$0.00	35.83	22	-8	-1	0	1	3	3	3	3
Subtotals	572	576	4	7	569	\$22,386.40	1514.67	130	-8	-4	0	1	6	7	7	7
Grand Total	54639	55732	1163	752	56184	\$1,507,349.34	30193.96	6450	409	1502	6	102	629.3	751	751	751

DEPARTMENT OF AGRICULTURE

Run Date: October 23, 2009

*A separation occurs when an employee is removed from an agency payroll for reasons such as retirement, transfers, terminations or leave without pay.

Nutrition Services Salary Grid for a Food Preparation Technician

<u>Food Preparation Technician (formerly known as a Food Service Worker I & II)</u>			Annually	Hourly
Entry - step 1	New hire that meets the minimum requirement for the position plus High School Diploma or GED	Entry Salary-	\$16,467	\$7.92/hourly
Entry - step 2	New hire that meets the minimum requirement for the position plus High School Diploma or GED 1 year of food service & Customer service experience; some knowledge in alternate areas of an upscale facility	Entry Salary-	\$17,063	\$8.40/hourly
Entry - step 3	New hire that meets the minimum requirement for the position plus High School Diploma or GED 2 years of food service & Customer service experience; some knowledge in alternate areas of an upscale facility	Entry Salary-	\$18,470	\$8.88/hourly
Entry - step 4	New hire that meets the minimum requirement for the position 3 - 5 years of experience in high volume upscale retail outlet completion of customer service training "Employee of the Month" in Nutrition Services or prior job compliments and positive feedback by customers	Entry Salary-	\$19,469	\$9.36/hourly
Entry - step 5	New hire that meets the minimum requirement for the position 6 + years of experience Employed high volume retail outlet or institution. Additional formal education in customer or food service Additional training in other areas of food service operations	Entry Salary-	\$20,467	\$9.84/hourly

Nutrition Services Salary Grid for a Cook

Cook (formerly known as a Cook I& II)

Entry - step 1	New hire that meets the minimum requirement for the position	Annually		Hourly
		Entry Salary-	\$19,200	\$9.23/hourly
Entry - step 2	New hire that meets the minimum requirement for the position	Entry Salary-	\$20,196	\$9.71/hourly
	1 year experience			
Entry - step 3	New hire that meets the minimum requirement for the position	Entry Salary-	\$21,195	\$10.19/hourly
	2 years experience			
Entry - step 4	New hire that meets the minimum requirement for the position	Entry Salary-	\$22,194	\$10.67/hourly
	3 - 5 years of experience in high volume upscale retail outlet			
	preparing entrees, soups, sauces, and vegetables from scratch			
Entry - step 5	New hire that meets the minimum requirement for the position	Entry Salary-	\$23,192	\$11.15/hourly
	formal cooking school and/or 5 + years of experience as a lead or head cook at high volume retail outlet or institution.			
Entry - step 6	New hire that meets the minimum requirement for the position	Entry Salary-	\$24,190	\$11.63/hourly
	formal cooking school and/or 5 + years of experience as a lead			
	or head cook at a high volume retail outlet or institution. Having			
	experiences in all aspects of Food Production such as bakery, salads, and writing receipes.			

Computer Support Specialist – Telecommunications Grid

Step 1: An employee would begin at entry, \$35,554 when they meet the minimum requirements for the job, which is a bachelor's and 2 years of experience in a related field.

Step 2: A candidate or current employee would begin at \$38,398 or 8% raise whichever is greater when the following additional requirements are met:

- one year of additional experience programming Nortel Centrex DMS 100 system;
- passing a competency evaluation

Step 3: A candidate or current employee would begin at \$41,470 or 8% raise whichever is greater when the following additional requirements are met:

- two years of additional experience programming Nortel Centrex DMS 100 system
- successfully completed the Nortel coursework and received certification on in one of the following courses
 - Nortel Data Configuration and Management for Meridian 1 and CS1000
 - Nortel Meridian 1/SC1000 System Moves, Adds and Changes

Step 4: A candidate or current employee would begin at \$44,788 or 8% raise whichever is greater to:

- Three years of additional experience programming Nortel Centrex DMS 100 system
- when one or more of the following additional certifications are achieved
 - Nortel BCM Configuration and Maintenance
 - Intertel Axxess Programming and System Administration
 - AVST Call Xpress Administration
 - Nortel Call Pilot Systems Administration and Applications

A reliable phone service is a vital resource for any medical facility. Outsourcing this service to a vendor with standard response times does not meet the unique communication needs of a medical facility. Paying a vendor to provide onsite technicians or employing our own is the only way to meet the response times expected by the staff at UAMS. That is why trained specialists are employed by UAMS to program and maintain the specific systems utilized here. Experience Telecommunication Specialists are well compensated for their training. Finding and retaining a Computer Support Specialist trained on the systems UAMS uses

would be difficult at the Entry Rate. Our applicant market would include Alltel/Verizon, Windstream and AT&T.

There are unique aspects in programming a particular phone system. Although similar features are available on each system, how you program them is unique to that specific system. Candidates/employees with experience programming systems used at UAMS should be compensated for those abilities that directly benefit UAMS. Therefore we are proposing a grid pay system for the Computer Support Specialist positions in the Telecommunications department at UAMS.

Research Technician Grid

The need for this Research Technician grid is due to the lack of salary and experience steps between a Research Technician and Research Technologist. This is an important position in UAMS' research protocols and support staff. This grid would give us a promotional and experience based process to recruit, retain and compete in the market.

TITLE	SALARY	MINIMUM REQUIREMENTS
Research Technician	\$21,827	(High School + 2 YRS lab or research exp -- OR -- Associate's Degree)
	\$25,227	(High School + 3 YRS lab or research exp -- OR -- Associate's Degree + 1 YR)
	\$28,627	(High School + 4 YRS lab or research exp -- OR -- Bachelor's Degree)
	\$32,027	(High School + 5 YRS lab or research exp -- OR -- Bachelor's Degree + 1 YR)

No new funding is requested for this grid, salaries typically are paid by grants and contract that UAMS receives. However some maybe paid from other funds.

Salary Information

Source	Experience/Education	25 th – 75 th
Watson Wyatt	Bachelor's degree	\$37,980 – 42,598
Payscale.com	HS + 2 yrs experience	\$21,956 – 33,721
U of TX	High School plus 2	\$23,868 - 29,172
Houston Health	High School (6 mos preferred)	\$22,341 – 27,303

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OCT 29 2009

OFFICE OF PERSONNEL MGMT
CLASS & COMP

REPORT OF THE
COMMITTEE ON UNIFORM PERSONNEL CLASSIFICATION AND COMPENSATION
OF THE
ARKANSAS LEGISLATIVE COUNCIL

November 20, 2009

Mr. Chairman:

On November 10, 2009, the following request was approved under the provisions of Legislative Council Rule #19, "Emergency Action Procedures". In compliance with Section 19 (c) of that rule, the transaction is being reported to the Council.

A request from the Arkansas Teacher Retirement System (ATRS) for authorization for a special entry rate due to exceptional qualifications for Laura Gilson for the position of General Counsel at an annual salary of \$77,500.

Respectfully Submitted,

Senator Steve Faris, Co-Chairman

Representative John Paul Wells, Co-Chairman