

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

May 16, 2014

Co-Chairs:

The Uniform Personnel Classification and Compensation Plan Subcommittee met on Wednesday, May 14, 2014 at 9:00 a.m. and 1:00 p.m. in Room B of the MAC Building. The Subcommittee reviewed the following personnel-related items respectfully request that they be filed with the Arkansas Legislative Council.

1. Quarterly Employment Report for Third Fiscal Quarter 2014.
2. Report of Grid Movements and Usage
3. Chief Fiscal Officer of the State Special Entry Rate and Labor Market/Movement Report
4. Department of Higher Education – Provisional Positions Report for May 2014
5. Report from the Department of Education establishing four (4) Professional and Executive Pay pool positions as authorized by Special Language in Act 1310, Section 25(a) for fiscal year 2013-2014.
6. Request from the Arkansas Department of Information Systems for fifteen (15) positions from the OPM growth pool established in Arkansas Code 21-5-225 (b) (1) and three (3) positions from the OPM surrender pool established in Arkansas Code 21-5-225 (a) (1). These positions will be established in FY14 and continuing through FY15.

<u>Number of Requested Positions</u>	<u>Grade</u>	<u>JobTitle Requested</u>	<u>Minimum</u>	<u>Maximum</u>
2	N907	DIS Division Director	\$82,246	\$102,807
1	N909	State Database Administrator Lead	\$88,957	\$111,196
5	C130	State Database Administrator	\$60,810	\$ 96,212
*6	C126	State System Administrator	\$50,029	\$ 83,742
2	C128	Information System Manager	\$55,156	\$ 89,796
1	C128	Data Warehouse Lead	\$55,156	\$ 89,796
<u>1</u>	C124	Information System Coordinator	\$45,377	\$ 78,038
18				

<u>Number of Recommended Positions</u>	<u>Grade</u>	<u>JobTitle Recommended</u>	<u>Minimum</u>	<u>Maximum</u>
1	N907	DIS EEF Division Director	\$82,246	\$102,807
2	C130	DIS EEF Database Administrator	\$60,810	\$ 96,212
*6	C130	EEF SR. System Administrators	\$60,810	\$ 96,212
1	C128	DIS EEF Data Specialist	\$55,156	\$ 89,796
2	C128	EEF System Administrator	\$55,156	\$ 89,796
1	C126	DIS EEF State System Administrator	\$50,029	\$ 83,742
2	C126	DIS EEF Security Specialist	\$50,029	\$ 83,742
3	C126	DIS EEF Programmer Analyst	\$50,029	\$ 83,742
<u>1</u>	C124	DIS EEF Program Manager	\$45,377	\$ 78,038
16				

***3 positions from Surrender Pool**

Positions to be Surrendered for three (3) EEF SR. System Administrators C130:

<u>Position Number</u>	<u>Classification Title</u>	<u>Grade</u>	<u>Class Code</u>	<u>Minimum</u>	<u>Maximum</u>
22087599	Training Instructor	C116	E046C	\$30,713	\$52,167
22087427	Administrative Specialist II	C109	C073C	\$21,827	\$35,684
22087592	State System Specialist	C124	D023C	\$45,377	\$72,257

7. Requests to obtain pool positions from the OPM Pool established by A.C.A. 21-5-225 (a) (1): These positions will be established in FY14 and continuing through FY15.

a. Agency: Arkansas Insurance Department

<u>Positions Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22088201	Risk Consultant	G120C	C120 (1 position)
22082841	Administrative Specialist II	C073C	C109 (1 position)
22088157	Administrative Specialist II	C073C	C109 (1 position)

Classification Recommended

Information Systems Manager	D007C	C128 (1 position)
Insurance Senior Examiner	A042C	C122 (1 position)

b. Agency: Arkansas Agriculture Department

<u>Positions Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22087926	Administrative Specialist I	C087C	C106 (1 position)
22138848	Administrative Specialist II	C073C	C109 (1 position)

Classification Recommended

Grants Manager	G109C	C121 (1 position)
----------------	-------	-------------------

8. Requests from the Department of Higher Education for the establishment of pool positions from the Higher Education Central Pool authorized by Act 1397 of 2013.

a. Institution – Southern Arkansas University Tech (SAUT)

<u>Requested</u>	<u>Recommendation</u>
Title: Payroll Services Coordinator	Title: Payroll Services Coordinator
Grade – FY14: C119	Grade – FY14: C119
Number of Positions: 1	Number of Positions: 1

<u>Requested</u>	<u>Recommendation</u>
Title: Institutional Services Assistant	Title: Institutional Services Assistant
Grade – FY14: C103	Grade – FY14: C103
Number of Positions: 1	Number of Positions: 1

b. Institution – Northwest Arkansas Community College (NWACC)

<u>Requested</u>	<u>Recommendation</u>
Title: Director of Testing	Title: Director of Testing
LIM – FY14: \$80,286	LIM – FY14: \$80,287
Number of Positions: 1	Number of Positions: 1

<u>Requested</u>	<u>Recommendation</u>
Title: Academic Advisor	Title: Academic Advisor
LIM – FY14: \$54,301	LIM – FY14: \$54,301
Number of Positions: 2	Number of Positions: 2

c. Institution – College of the Ouachitas (CotO)

Requested

Title: Public Information Specialist
Grade – FY14: C116
Number of Positions: 1

Recommendation

Title: Public Information Specialist
Grade – FY14: C116
Number of Positions: 1

Requested

Title: Maintenance Manager
Grade – FY14: C121
Number of Positions: 1

Recommendation

Title: Maintenance Manager
Grade – FY14: C121
Number of Positions: 1

Requested

Title: Maintenance Specialist
Grade – FY14: C112
Number of Positions: 1

Recommendation

Title: Maintenance Specialist
Grade – FY14: C112
Number of Positions: 1

Requested

Title: Payroll Services Specialist
Grade – FY14: C115
Number of Positions: 1

Recommendation

Title: Payroll Services Specialist
Grade – FY14: C115
Number of Positions: 1

Requested

Title: Fiscal Support Specialist
Grade – FY14: C112
Number of Positions: 2

Recommendation

Title: Fiscal Support Specialist
Grade – FY14: C112
Number of Positions: 2

d. Institution – Rich Mountain Community College (RMCC)

Requested

Title: Director of Computer Services
LIM – FY14: \$86,501
Number of Positions: 1

Recommendation

Title: Director of Computer Services
LIM – FY14: \$83,981
Number of Positions: 1

Requested

Title: Coordinator of Student Recruitment
LIM – FY14: \$80,296
Number of Positions: 1

Recommendation

Title: Coordinator of Student Recruitment
LIM – FY14: \$77,958
Number of Positions: 1

9. Request from the Disability Determination for Social Security Administration (DDSSA) for the establishment of a new title, DDSSA Adjudicative Specialist, at a grade C114.
10. At the 1:00 p.m. meeting to discuss the Judicial Trial Court Administrative Assistants and Court Reporters ISP, the Chairman proposed a move of the Trial Court Administrative Assistants and Court Reporters from the Auditor's Office to the Administrative Office of the Courts. No formal recommendation or vote was made. Staff is to provide a summary of the proposal to the Judicial Council for review. The proposal did not provide any additional funding or increased salaries to the Trial Court Administrative Assistants and Court Reporters.

Respectfully Submitted,

Senator Uvalde Lindsey, Co-Chair

Representative Andrea Lea, Co-Chair