

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

February 19, 2016

Co-Chairs:

The Uniform Personnel Classification and Compensation Plan Subcommittee met on Wednesday, February 17, 2016 at 1:30 p.m. in Room B of the MAC Building. The Subcommittee reviewed the following personnel-related items and respectfully request that they be filed with the Arkansas Legislative Council.

1. Quarterly Employment Report – Second Quarter FY2016 -State Agencies and Institutions of Higher Education
2. Chief Fiscal Officer of the State Special Entry Rate and Labor Market/Movement Report
3. Report for Grid Movements and Usage
4. Department of Higher Education – Provisional Positions Report for February 2016.
5. Notification from the Arkansas Public Employees Retirement System for the utilization of the authorized temporary pool positions for the second quarter of fiscal year 2016 (10/1 – 12/31/15). Four positions were utilized during this period as reflected in the table below:

<u>Class</u>					<u>Salary Expense</u>	<u>Salary Expense</u>
<u>Code</u>	<u>Grade</u>	<u>Title</u>	<u>Name</u>	<u>Date Hired</u>	<u>Current Quarter</u>	<u>YTD</u>
A078C	C117	Retirement Counselor	Barton, T	7/19/15	\$8,170.84	\$13,132.25
A078C	C117	Retirement Counselor	Franklin, P	8/17/15	8,682.48	11,163.19
A078C	C117	Retirement Counselor	Tallent, T.	11/22/15	3,489.33	3,489.33
A078C	C117	Retirement Counselor	Murphy, S.	12/06/15	<u>1,240.35</u>	<u>1,240.35</u>
Totals					\$21,583.00	\$29,025.12

6. Request from the Office of the Governor for a salary increase as follows:

<u>Position</u>	<u>Title</u>	<u>Class Code</u>	<u>Increase</u>	<u>New Salary</u>
22096828	Governor's Office Executive Assistant II	Q080U	\$16,738	\$100,429

7. Request from the Arkansas State University – Mountain Home for the establishment of one (1) classified position from the Higher Education Central Pool authorized by Section 39 of Act 978 of 2015.

<u>Requested</u>	<u>Recommendation</u>
Title: Institutional Services Shift Supervisor	Title: Institutional Services Shift Supervisor
Grade - FY16: C107	Grade – FY16: C107
Number of Positions: 1	Number of Positions: 1

8. Request from the Arkansas Teacher Retirement System (ATRS) for establishment of a salary administration grid for certain positions within ATRS' Accounting Department that require accounting degrees. Salary administration grids are authorized by Arkansas Code Ann. §21-5-222.

<u>Class Code</u>	<u>Title</u>	<u>Grade</u>	<u>Positions</u>
A034C	Retirement Section Manager	C123	2
A038C	Fiscal Support Manager	C123	1
A062C	Retirement Coordinator	C119	2
A082C	Accountant II	C117	4
A089C	Accountant I	C116	7

9. Requests to obtain pool positions from the OPM pool established in Arkansas Code §21-5-225(a)(1):

a. Agency: Arkansas Law Enforcement Training Academy (ALETa)

<u>Positions Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22090801	Maintenance Technician	S046C	C113
22090807	Cook	S086C	C104

Classification Recommended

<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
Education & Instruction Coordinator	E026C	C120 (1 position)

b. Agency: Arkansas Department of Health (ADH)

<u>Positions Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22076785	Engineer	B042C	C121
22104914	Engineer	B042C	C121
22106388	Engineer	B042C	C121

Classification Recommended

<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
Engineer, P.E.	B023C	C124 (3 positions)

c. Agency: Arkansas Career Education (ACE)

<u>Positions Surrendered</u>	<u>Title</u>	<u>Class Code</u>	<u>Grade</u>
22080326	Budget Manager	R019C	C120
22080288	Administrative Specialist II	C073C	C109
22080290	Administrative Specialist II	C073C	C109

Classification Recommended

<u>Title</u>	<u>Class Code</u>	<u>Grade</u>	<u>Position</u>
ACE Division Manager	G010C	C128	1
Fiscal Support Manager	A038C	C123	1

10. Request from the Arkansas Department of Veterans Affairs (ADVA) for twelve (12) positions from the OPM Central Growth Pool established by Arkansas Code §21-5-225(b)(1).

<u>Positions</u>	<u>Classification Recommended</u>	<u>Class Code</u>	<u>Grade</u>
1	Food and Beverage Director	S003C	C122
1	Food Preparation Manager	S044C	C114
2	Food Preparation Supervisor	S056C	C111
8	Food Preparation Specialist	S085C	C104

Submitted by:

Senator Uvalde Lindsey, Co-Chair

Representative Lanny Fite, Co-Chair