

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

June 17, 2016

Co-Chairs:

The Uniform Personnel Classification and Compensation Plan Subcommittee met on Wednesday June 15, 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. Chief Fiscal Officer of the State Special Entry Rate/Labor Market/Movement Report
2. Report of Grid Movements and Usage
3. Department of Higher Education – Provisional Positions Report. Sixteen (16) positions approved for the University of Arkansas at Fayetteville for educational projects made possible by new funds from additional federal funds, grants, gifts or collections received by the institutions.
4. Notification of Emergency review of an Miscellaneous Federal Grant request by the AR Game and Fish Commission that establishes 9 positions with one new classification of Biostatistician at a grade N906. The request was approved on an Emergency basis by the Chairs of both Legislative Council and the Personnel Committee. (Attachment 1)
5. Request for the Arkansas Game and Fish Commission for the establishment of a Second Language Differential.
6. Request from the Arkansas Game and Fish Commission for the establishment of a Certification Differential.
7. Requests to obtain pool positions from the OPM Pool established by ACA21-5-225 (a)(1).

1. Agency: Arkansas State Medical Board (Ms. Peggy Cryer, Director)

| <u>Position Surrendered</u> | <u>Title</u>                 | <u>Class Code</u> | <u>Grade</u> |
|-----------------------------|------------------------------|-------------------|--------------|
| 22095583                    | Administrative Specialist II | C073C             | C109         |

| <u>Classification Requested</u> | <u>Class Code</u> | <u>Grade</u> |
|---------------------------------|-------------------|--------------|
| Administrative Analyst          | C037C             | C115         |

2. Agency: Arkansas State Police (Colonel William Bryant, Director)

| <u>Position Surrendered</u> | <u>Title</u>                 | <u>Class Code</u> | <u>Grade</u> |
|-----------------------------|------------------------------|-------------------|--------------|
| 22090084                    | Administrative Specialist II | C073C             | C109         |
| 22090011                    | Administrative Specialist II | C073C             | C109         |

| <u>Classification Requested</u> | <u>Class Code</u> | <u>Grade</u> |
|---------------------------------|-------------------|--------------|
| Licensed Architect              | B021C             | C124         |

8. Request from the Office of Health Information Technology for the establishment of three new titles and four new positions from the Central Growth Pool established by Ark. Code Ann. 21-5-225(b)

| <u>Classification Requested</u> | <u>Grade Requested</u> | <u>No. of Positions</u> |
|---------------------------------|------------------------|-------------------------|
| HIT Interface Developer         | N905                   | 2                       |
| HIT Technical Director          | N908                   | 1                       |
| HIT Business Coordinator        | C129                   | 1                       |

9. Request from the State Medical Board for one (1) position from the OPM Transition Pool established by Ark. Code Ann. 21-5-225(c) as well as a Special Entry Labor Market Rate of \$83,145.

| <u>Classification Requested</u> | <u>Grade Requested</u> | <u>No. of Positions</u> |
|---------------------------------|------------------------|-------------------------|
| A010C Agency Controller II      | C128                   | 1                       |

10. Request from the Arkansas Department of Emergency Management for the establishment of an On Call Differential for all agency employees.

11. Exceptionally Well Qualified Special Entry Rate

Agency: Arkansas Tobacco Control (Mr. Steve Goode, Director)

Applicant: Jamar Bennett

Position: X074C ATC Auditor / Investigator Grade C119

Salary Range: \$35,554 to \$60,390

Salary Requested: \$55,067

Salary Recommended: \$55,067

12. Request from the Public Service Commission to add classifications to the previously established Salary Administration Grid for its Utilities, Tax and Pipeline Safety Divisions into the 2016-2017 fiscal year.
13. Requests for Continuation of previously approved OPM pool positions for the 2017 Fiscal Year.
14. Requests for Continuation of Miscellaneous Federal Grant Program Appropriation Positions for the 2017 Fiscal Year
15. Continuation of Salary Administration Grids, Differentials and Labor Market Special Entry Rates for Fiscal Year 2017:

1. **Salary Administration Grids**
2. **Educational Differentials**
3. **Certification Differentials**
4. **Second Language Differentials**
5. **Geographic Differentials including Statewide Nursing Grid**
6. **Hazardous Duty Differential including Statewide Nursing Grid**
7. **On-Call Differentials**
8. **Labor Market Rates**

16. Request by the Department of Correction for adjustment of their Salary Administration Grid.

Respectfully submitted by Subcommittee Co-Chairs Senator Uvalde Lindsey and Representative Lanny Fite.

**Arkansas Legislative Council Report For Emergency Review of an MFG Request From the  
Arkansas Game and Fish Commission**

**June 10, 2016**

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Wednesday, June 10, 2016, Representative David Branscum and Senator Bill Sample, Co-Chairs of the Legislative Council, and Senator Uvalde Lindsey and Representative Lanny Fite, Co-Chairs of the Uniform Personnel Classification and Compensation Plan Subcommittee of the Arkansas Legislative Council, received written notification from Mr. Larry Walther, Chief Fiscal Officer of the State, that review of a Miscellaneous Federal Grant (MFG) request with positions and a new classification required immediate action. The request from the Arkansas Game and Fish Commission was for the establishment of nine (9) positions, one of them having a new classification of Biostatistician at a grade N906. The request for the MFG was to start a program to deal with the emergence of Chronic Wasting Disease in the Arkansas deer population.

Under Rule 17 of the Rules of the Arkansas Legislative Council, the Co-Chairs of Legislative Council and the Co-Chairs of the Uniform Personnel Classification and Compensation Plan Subcommittee unanimously determined that emergency review of the request from the Arkansas Game and Fish Commission was necessary to enable the agency to perform essential services. As such, the Co-Chairs of the Legislative Council and Co-Chairs of the Uniform Personnel Classification and Compensation Plan Subcommittee may act on behalf of the Legislative Council in regard to this request, and state herein that this request shall be filed as reviewed and reported to the Legislative Council at its next regularly scheduled meeting in accordance with Rule 17.


Respectfully Submitted,



Representative David Branscum, Co-Chair  
Arkansas Legislative Council



Senator Bill Sample, Co-Chair  
Arkansas Legislative Council



Representative Lanny Fite, Co-Chair  
Personnel Subcommittee



Senator Uvalde Lindsey, Co-Chair  
Personnel Subcommittee



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

**OFFICE OF BUDGET**  
1509 West Seventh Street, Suite 402  
Post Office Box 3278  
Little Rock, Arkansas 72203-3278  
Phone: (501) 682-1941  
Fax: (501) 682-1086  
<http://www.dfa.arkansas.gov>

June 10, 2016

Senator Bill Sample, Chair  
Representative David L. Branscum, Chair  
Arkansas Legislative Council  
State Capitol  
Little Rock, AR 72201

RE: Emergency Action Procedures Request

Dear Co-Chairs:

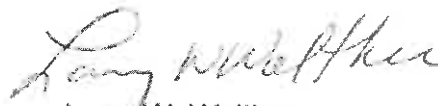
This is to inform you that there are several items for Legislative Council review that require your immediate attention. Because of the time-sensitive nature of these items, the Department of Finance and Administration respectfully requests an expedited review.

The first item is a Miscellaneous Federal Grant appropriation request from the Arkansas Game and Fish Commission that is needed to address Chronic Wasting Disease in Arkansas. This disease was not anticipated to occur in the state. Now that there have been confirmed cases, AGFC needs to move quickly to limit the spread of the disease.

There are also five requests for Regular Salaries and Personal Services Matching appropriation. These requests are needed to meet current payroll obligations for the Department of Agriculture, the Department of Emergency Management, the Department of Environmental Quality, the School for the Deaf and the Administrative Office of the Courts.

I ask that you please institute emergency action procedures for consideration of these matters and sign them out of Committee per Rule 17 of the Rules of the Arkansas Legislative Council.

Sincerely,

  
Larry W. Walther  
Director

LWW:nf

**B.4**



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1509 West Seventh Street, Suite 402  
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June 3, 2016

Senator Bruce Maloch, Co-Chair  
Representative David Meeks, Co-Chair  
Performance Evaluation & Expenditure Review Committee  
Arkansas Legislative Council  
State Capitol Building  
Little Rock, AR 72201

RE: FY16 Items Approved on an Emergency Basis

Dear Co-Chairs:

I am forwarding for appropriate action as required by law, the attached items that have received my approval as Chief Fiscal Officer of the State.

Sincerely,

  
Larry W. Walther  
Director

LWW:es

Attachment(s)

B.4



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June 10, 2016

Senator Bill Sample, Chair  
Representative David L. Branscum, Chair  
Arkansas Legislative Council  
State Capitol  
Little Rock, AR 72201

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There are also five requests for Regular Salaries and Personal Services Matching appropriation. These requests are needed to meet current payroll obligations for the Department of Agriculture, the Department of Emergency Management, the Department of Environmental Quality, the School for the Deaf and the Administrative Office of the Courts.

I ask that you please institute emergency action procedures for consideration of these matters and sign them out of Committee per Rule 17 of the Rules of the Arkansas Legislative Council.

Sincerely,

A handwritten signature in cursive script, reading "Larry W. Walther".  
Larry W. Walther  
Director

LWW:nf



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

**OFFICE OF THE DIRECTOR**

1509 West Seventh Street, Suite 401  
Post Office Box 3278  
Little Rock, Arkansas 72203-3278  
Phone: (501) 682-2242  
Fax: (501) 682-1029  
<http://www.dfa.arkansas.gov>

June 6, 2016

Mr. Mike Knoedl, Director  
Game and Fish Commission  
#2 Natural Resources Drive  
Little Rock, AR 72205

Dear Mr. Knoedl:

This is to inform you that I have approved on an emergency basis a Miscellaneous Federal Grant Holding Account appropriation transfer request in the amount of \$3,216,128. The item will be presented at the next scheduled meeting of the Performance Evaluation and Expenditure Review Committee for appropriate action as required by law.

The transfer document has been submitted to the Office of Accounting for processing and you will be notified when the transfer is completed.

Sincerely,

A handwritten signature in cursive script, reading "Larry W. Walther".

Larry W. Walther  
Director

LWW:nf

FY16 REQUEST FOR LEGISLATIVE REVIEW  
MISCELLANEOUS FEDERAL PROGRAMS ACT  
(A.C.A. 19-7-101 ET. SEQ.)

CHANGE IN EXISTING PROGRAM

| Agency | Purpose of Grant &<br>Funding Percentages | Federal Appropriation<br>Amount Requested | No. of Positions<br>Requested (if any) | DFA - Chief<br>Fiscal Officer |            | DFA IGS<br>State Technology Planning<br>Agency Request in<br>compliance with IT Plan<br>Certification (if applicable) |
|--------|---|---|--|-------------------------------|------------|---|
|        |   |   |  | Approve                       | Disapprove |   |

1 Arkansas Game and Fish Commission (0080) Wildlife Disease Monitoring/Chronic Wasting Disease (CWD) Response

This grant is for the statewide research and monitoring of wildlife diseases. The initial amount was for \$390,873, but with the discovery of Chronic Wasting Disease (CWD) in Pruitt, Arkansas, Arkansas Game and Fish Commission submitted two amendments to the grant in order to cover the implementation of our CWD Response Plan. This grant will cover the amendment for this year and for the next fiscal year. Harvesting and testing of deer is ongoing in order to establish the boundaries of the disease and to map any other "hot spots" in the state.

\$3,216,128

9

X

NA

Funding Percentages

|      | Federal | State | Other | Total |
|------|---------|-------|-------|-------|
| FY16 | 75      | 25    |       | 100   |
| FY17 | 75      | 25    |       | 100   |
| FY18 |         |       |       | 0     |
| FY19 |         |       |       | 0     |
| FY20 |         |       |       | 0     |

Anticipated Duration of Federal Funds: 06/30/2017



**UTILIZATION REPORT  
FOR  
MISCELLANEOUS FEDERAL GRANT PROGRAM APPROPRIATION  
AND PERSONNEL AUTHORIZATION REQUEST  
A.C.A. § 19-7-501 ET SEQ.**

FY16

Date: 06/02/2016 Grant ID: 06WROW109000 Legislative Review Date: \_\_\_\_\_  
 Agency: Arkansas Game and Fish Commission Program Title: Wildlife Disease Monitoring/CWD Response  
 Granting Organization: US Fish and Wildlife Grant #: AR-W-F15AF00896 (AR-W-109-R-5)  
 Effective Date of Authorization: \_\_\_\_\_ Beginning: 07/01/2015 Ending: 06/30/2016

Purpose of Grant / Reason for addition or change: (include attachments as necessary to provide thorough information):

This grant is for the statewide research and monitoring of wildlife diseases. The initial amount was for \$390,000, but with the discovery of Chronic Wasting Disease (CWD) in Pruitt, Arkansas, AGFC submitted two amendments to the grant in order to cover the implementation of our CWD Response Plan. This grant will cover the amendment for this year and for the next fiscal year. Harvesting and testing of deer is ongoing in order to establish the boundaries of the disease and to map any other "hot spots" in the state.

**Project-Grant Funding**

Business Area Code: 0080  
 Funds Center Code: 259  
 Fund Code: SDG0000  
 Functional Area Code: REC

Continuation of Existing Program: ☐  
 Change in Existing Program: ☐  
 New Program: ☒

|  | New<br>Federal Funds | State<br>Matching Funds | Other<br>Matching Funds | Project<br>Total    |
|--|----------------------|-------------------------|-------------------------|---------------------|
| Regular Salaries                               | 537,000              | 179,288                 |                         | 717,153             |
| Extra Help                                     |                      |                         |                         |                     |
| Operating Expenses                             | 937,500              | 312,500                 |                         | 1,250,000           |
| Personal Services Matching                     | 177,495              | 59,165                  |                         | 236,660             |
| Conference & Travel Expense                    | 75,000               | 25,000                  |                         | 100,000             |
| Professional Fees                              | 637,500              | 212,500                 |                         | 850,000             |
| Capital Outlay                                 | 775,768              | 258,590                 |                         | 1,034,358           |
| Data Processing                                |                      |                         |                         |                     |
| American Recovery and Reinvestment Act of 2009 |                      |                         |                         |                     |
| Others: Grants in Aid                          | 75,000               | 25,000                  |                         | 100,000             |
| <b>Total</b>                                   | <b>\$ 3,216,111</b>  | <b>\$ 1,072,043</b>     |                         | <b>\$ 4,288,171</b> |

**Funding Percentages**

|       | Federal | State | Other | Total |
|-------|---------|-------|-------|-------|
| FY 16 | 75 %    | 25 %  | %     | 100 % |
| FY 17 | 75 %    | 25 %  | %     | 100 % |
| FY 18 | %       | %     | %     | %     |
| FY 19 | %       | %     | %     | %     |
| FY 20 | %       | %     | %     | %     |

**Type of Federal Grant**

WIA ☐  
 Non-WIA ☒  
 ARRA ☐

Anticipated Duration of Federal Funds 06/30/2017

DPA IGS State Technology Planning Data  
 Items requested for information technology must be in compliance with Technology Plans as submitted to DPA IGS State Technology Planning.

Positions to be established: (list each position separately)

\* Gr 66 & 99 only

| Personnel Area | Position Number | Cost Center | Commitment Item | Position Title                    | Class Code | Grade | Line Item Maximum* |
|----------------|-----------------|-------------|-----------------|-----------------------------------|------------|-------|--------------------|
| ZB15           |                 | 140001      | 501:00:00       | Veterinarian                      | B005N      | N907  |                    |
| ZB15           |                 | 140001      | 501:00:00       | Biostatistician                   |            | N906  |                    |
| ZB15           |                 | 140001      | 501:00:00       | AGFC Division Chief               | B003C      | C129  |                    |
| ZB15           |                 | 140001      | 501:00:00       | Conservation Program Manager      | B024C      | C124  |                    |
| ZB15           |                 | 140001      | 501:00:00       | AGFC Biologist Program Specialist | B046C      | C123  |                    |
| ZB15           |                 | 140001      | 501:00:00       | AGFC Biologist Program Specialist | B046C      | C123  |                    |
| ZB15           |                 | 140001      | 501:00:00       | AGFC Biologist Specialist         | B123C      | C121  |                    |
| ZB15           |                 | 140001      | 501:00:00       | Public Information Coordinator    | P013C      | C120  |                    |
| ZB15           |                 | 140001      | 501:00:00       | Administrative Analyst            | C037C      | C115  |                    |

State funds will not be used to replace federal funds when such funds expire, unless appropriated by the General Assembly and authorized by the Governor.

Approved by:

Carol Ann Case 06/02/2016 Kay Kunkin 6/3/16  
 Agency Director Date Office of Budget Date Office of Personnel Mgmt Date