

## PLANNING BUDGETING &amp; ADMINISTRATIVE SYSTEM

## Personnel Committee Report

Line	Business Area	Agency Name
1	0023	ADMINISTRATIVE OFFICE OF THE COURTS

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FY23 Authorized Positions	Base Level	Agency Request	Executive Recommendation	Legislative Recommendation
400	400	401		

New Classifications Request								
Agency Request			Executive Recommendation			Legislative Recommendation		
Class Code	Job Title	Grade	Class Code	Job Title	Grade	Class Code	Job Title	Grade
359X	AOC DEVELOPMENT SPECIALIST	GS09						
Total Jobs Agency Requested		1	Total Jobs Executive Recommended			Total Jobs Legislative Recommended		

Grade Change Request					
Class Code	Job Title	Authorized Grade	Agency Request	Executive Recommendation	Legislative Recommendation
Q004N	Q004N AOC DIRECTOR	SE02	SE04		
Q012N	Q012N AOC CIS DIVISION DIRECTOR	IT11	IT12		
Q015N	Q015N AOC APPLICATIONS DIRECTOR	IT11	IT12		
N187N	N187N CIS DIVISION ASSISTANT DIRECTOR	IT10	IT12		
Q062N	Q062N AOC SYSTEMS DIRECTOR	IT10	IT12		
Q260C	Q260C AOC COURT APPLICATIONS BUSINESS DIRECTOR	IT10	IT12		
Q261C	Q261C AOC IT PROJECT MANAGEMENT OFFICE DIRECTO	IT10	IT12		
D143C	D143C AOC JUDICIAL CHIEF IT SECURITY ARCHITECT	IT09	IT11		
Q016C	Q016C AOC PROGRAM MANAGER	IT09	IT11		
Q259C	Q259C AOC JUDICIAL CHIEF IT SECURITY OFFICER	IT09	IT11		
Q005C	Q005C AOC DATABASE ADMINISTRATOR	IT08	IT10		
Q028C	Q028C AOC TECHNICAL TEAM MANAGER	IT08	IT10		
Q140C	Q140C AOC DEVELOPMENT TEAM MANAGER	IT08	IT10		

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3	Grade Change Request					
4	Class Code	Job Title	Authorized Grade	Agency Request	Executive Recommendation	Legislative Recommendation
5	Q088C	Q088C AOC COMPUTER SUPPORT MANAGER	IT07	IT09		
6	Q136C	Q136C AOC INFORMATION SYSTEMS ADMINISTRATOR	IT07	IT09		
7	Q219C	Q219C AOC DATA QUALITY MANAGER	IT07	IT09		
8	Q047C	Q047C AOC CIP DATA ANALYST	IT06	IT08		
9	Q048C	Q048C AOC SOFTWARE ENGINEER	IT06	IT08		
10	Q049C	Q049C AOC TECHNICAL ANALYST	IT06	IT08		
11	Q101C	Q101C AOC WEBSITE DEVELOPER	IT06	IT08		
12	Q114C	Q114C AOC COMPUTER SUPPORT ANALYST II	IT06	IT08		
13	Q139C	Q139C AOC IT SECURITY ANALYST	IT06	IT08		
14	Q142C	Q142C AOC SOFTWARE ENGINEER	IT06	IT08		
15	Q190C	Q190C AOC PROJECT MANAGER II	IT06	IT08		
16	Q070C	Q070C AOC REGIONAL FUNCTIONAL SPECIALIST	IT05	IT07		
17	Q135C	Q135C AOC BUSINESS ANALYST	IT05	IT07		
18	Q082C	Q082C AOC INTERPRETER SC:L	IT04	IT06		
19	Q189C	Q189C AOC PROJECT ANALYST	IT04	IT06		
20	Q191C	Q191C AOC DATA ANALYST	IT04	IT06		
21	Q009C	Q009C AOC MANAGING ATTORNEY	GS13	GS15		
22	Q019C	Q019C AOC SENIOR STAFF ATTORNEY	GS12	GS14		
23	Q029C	Q029C AOC AD LITEM ATTORNEY	GS11	GS13		
24	Q050C	Q050C AOC COURT INTERTPRETER SERVICES DIRECTOR	GS11	GS13		
25	Q071C	Q071C AOC FISCAL OFFICER	GS11	GS13		
26	Q014C	Q014C AOC SPECIALTY COURT COORDINATOR	GS10	GS12		

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3	Grade Change Request					
4	Class Code	Job Title	Authorized Grade	Agency Request	Executive Recommendation	Legislative Recommendation
5	Q020C	Q020C AOC ADR PROGRAM COORDINATOR	GS10	GS12		
6	Q056C	Q056C AOC CIP PROGRAM MANAGER	GS10	GS12		
7	Q058C	Q058C AOC JUDICIAL BRANCH EDUCATION DIRECTOR	GS10	GS12		
8	Q104C	Q104C AOC PERSONNEL MANAGER	GS10	GS12		
9	Q133C	Q133C AOC DIR OF SECURITY & EMER PREPAREDNESS	GS10	GS12		
10	Q138C	Q138C AOC QUALITY ASSURANCE LEAD	GS10	GS12		
11	G309C	G309C AOC GRANTS MANAGER	GS09	GS11		
12	Q068C	Q068C AOC APPLICATIONS SPECIALIST	GS09	GS11		
13	Q069C	Q069C AOC CASA COORDINATOR	GS09	GS11		
14	Q089C	Q089C AOC OFFICE MANAGER	GS09	GS11		
15	Q137C	Q137C AOC QUALITY ASSURANCE COORDINATOR	GS09	GS11		
16	Q258C	Q258C AOC JUVENILE JUSTICE SPECIALIST	GS09	GS11		
17	Q057C	Q057C AOC PUBLIC INFORMATION OFFICER	GS08	GS10		
18	Q081C	Q081C AOC SPANISH INTERPRETER	GS08	GS10		
19	Q227C	Q227C COURT REPORTER	GS08	GS09		
20	P065C	P065C DEVELOPMENT SPECIALIST	GS07	GS09		
21	Q226C	Q226C TRIAL COURT ADMINISTRATOR	GS07	GS08		
22	A142C	A142C AOC PAYROLL SERVICES SPECIALIST	GS06	GS08		
23	Q102C	Q102C AOC JUDICIAL EDUCATION SPECIALIST	GS06	GS08		
24	Q105C	Q105C AOC RESEARCH ANALYST	GS06	GS08		
25	Q113C	Q113C AOC EXECUTIVE ASSISTANT	GS06	GS08		
26	Q132C	Q132C AOC ADR TRAINING COORDINATOR	GS06	GS08		

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### Grade Change Request

Class Code	Job Title	Authorized Grade	Agency Request	Executive Recommendation	Legislative Recommendation
Q231C	Q231C DRUG COURT JUV PROB & INTAKE OFF	GS06	GS08		
Q121C	Q121C AOC DIRECTOR ACCESS & VISITATION	GS05	GS07		
Total Number of Grade Changes			59		

8

### Reclassification of Positions

Position	Currently Authorized			Agency Request			Executive Recommendation			Legislative Recommendation		
	Class Code	Title	Grade	Class Code	Title	Grade	Class Code	Title	Grade	Class Code	Title	Grade
22164870	P065C	DEVELOPMENT SPECIALIST	GS07	359X	AOC DEVELOPMENT SPECIALIST	GS09						
Total Number of Reclassified Positions				1								

14

### Notes

The attached letter, adopted by ALC/JBC, includes a revised request to include 1 additional position of Q081C Spanish Interpreter. This will take the agency from 400 to 401 positions.

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October 31, 2022

Honorable Senator Terry Rice, Co-Chair  
Honorable Representative Jeff Wardlaw, Co-Chair  
Arkansas Legislative Council/Joint Budget Committee  
One Capitol Mall  
Little Rock, AR 72201

Dear Senator Rice and Representative Wardlaw:

Earlier this year, the Administrative Office of the Courts (AOC) submitted its biennial budget request to the Department of Finance and Administration. I wanted to share with you some details about our request.

Fiscal responsibility and sound financial management are cornerstones of the AOC. The Arkansas Judiciary plays a critical role in maintaining civil society by providing fair and impartial courts to ensure justice, enforce the rule of law, and administer forums for citizens to settle legal disputes peacefully. Our courts fulfill these essential obligations at low cost to the taxpayer by accounting for less than one percent of the State budget.

With this mindset and continued commitment to fiscal responsibility, the AOC requests a few modest adjustments to the biennial budget. These requests are financially prudent and lead to a more efficient administration of justice.

1. With a growing need and demand for court interpreter services, the AOC is requesting one new position: a Spanish language interpreter who will be stationed in Northwest Arkansas. The Hispanic population in Arkansas has grown by 38 percent with a concentration in Northwest Arkansas. By adding a full-time Spanish language interpreter, the AOC will be able to meet its constitutional requirements and will save taxpayer dollars that otherwise would have to spent travel, lodging, and fees for expensive, out-of-state contracting interpreters. The position will be grade GS08, class code Q081C, and titled AOC Spanish Interpreter.
2. Due to a clerical error, the biennial budget request lacks a capital outlay appropriation. The AOC is requesting that present funding be maintained in the amount of \$164,500 to Fund Center 343 and \$801,590 to Fund Center 816.
3. The Attorney General awarded \$1,000,000 to provide additional funding for Arkansas's adult drug court program. These funds derive from multibillion dollar settlements related to the opioid epidemic. The AOC is requesting an appropriation of \$1,000,000 to a new fund center. This request will not require additional funding from the General Assembly.

This request will be a cash appropriation. No new positions will be created from these funds.

With these adjustments, the Arkansas Judiciary and AOC will continue to serve the people of Arkansas with respect, efficiency, and as good stewards of the taxpayers' dollars. As always, please do not hesitate to call if you have any questions or concerns. I appreciate your service to our state.

Sincerely,

A handwritten signature in dark ink, appearing to read "M. Sullivan", with a small star-like mark above the final "e".

Marty Sullivan

Cc: Governor Asa Hutchinson  
President Pro Tempore Senator Jimmy Hickey, Jr.  
Speaker of the House Representative Matthew Shepherd  
Chief Justice John Dan Kemp