

PLANNING BUDGETING & ADMINISTRATIVE SYSTEM

Personnel Committee Report

Line	Business Area	Agency Name
1	0063	SECRETARY OF STATE

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3	FY23 Authorized Positions	Base Level	Agency Request	Executive Recommendation	Legislative Recommendation
4	162	162	162	0	0

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Extraordinary Salary Increase							
Class Code	Job Title	Authorized Grade	Current Salary	Agency Request	Executive Recommendation	Legislative Recommendation	Difference
Q231U	SEC OF STATE PROJECT COORDINATOR I	Q231U	58493.00	61418.00	0.00	0.00	5.00
Q230U	SEC OF STATE RECEPTIONIST I	Q230U	31900.00	33495.00	0.00	0.00	5.00
Q229U	SEC OF STATE MAIL CLERK	Q229U	37749.00	39637.00	0.00	0.00	5.00
Q227U	SEC OF STATE CUSTODIAN I	Q227U	33836.00	35528.00	0.00	0.00	5.00
Q226U	SEC OF STATE BLDG SVCS REPRESENTATIVE	Q226U	33836.00	35528.00	0.00	0.00	5.00
Q225U	SEC OF STATE DISPATCHER	Q225U	37749.00	39637.00	0.00	0.00	5.00
Q224U	SEC OF STATE CUSTODIAN II	Q224U	37749.00	39637.00	0.00	0.00	5.00
Q223U	SEC OF STATE CORPORATIONS REP I	Q223U	37749.00	39637.00	0.00	0.00	5.00
Q222U	SEC OF STATE MAINTENANCE WORKER I	Q222U	42117.00	44223.00	0.00	0.00	5.00
Q221U	SECRETARY OF STATE FACILITIES SVC REP I	Q221U	42117.00	44223.00	0.00	0.00	5.00
Q220U	SEC OF STATE ADMINISTRATIVE ASST I	Q220U	37749.00	39637.00	0.00	0.00	5.00
Q219U	SEC OF STATE CORPORATIONS REP II	Q219U	42117.00	44223.00	0.00	0.00	5.00
Q218U	SEC OF STATE BUSINESS ASSISTANT I	Q218U	42117.00	44223.00	0.00	0.00	5.00
Q216U	SEC OF STATE ADMINISTRATIVE ASST II	Q216U	42117.00	44223.00	0.00	0.00	5.00
Q215U	SEC OF STATE ADMINISTRATIVE ASST III	Q215U	46987.00	49337.00	0.00	0.00	5.00
Q214U	SECRETARY OF STATE FACILITIES SVC REP II	Q214U	46987.00	49337.00	0.00	0.00	5.00
Q213U	SEC OF STATE CREATIVE SPECIALIST I	Q213U	46987.00	49337.00	0.00	0.00	5.00
Q212U	SEC OF STATE BLDGS & GRND SUPERVISOR I	Q212U	58493.00	61418.00	0.00	0.00	5.00
Q211U	SEC OF STATE RECORDS SPECIALIST	Q211U	46987.00	49337.00	0.00	0.00	5.00

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Class Code	Job Title	Authorized Grade	Current Salary	Agency Request	Executive Recommendation	Legislative Recommendation	Difference	
5	Q210U	SEC OF STATE CORPORATIONS REP III	Q210U	52425.00	55047.00	0.00	0.00	5.00
6	Q209U	SEC OF STATE TRADESPERSON	Q209U	52425.00	55047.00	0.00	0.00	5.00
7	Q208U	SEC OF STATE MAINTENANCE WORKER II	Q208U	52425.00	55047.00	0.00	0.00	5.00
8	Q206U	SEC OF STATE BLDG SVCS COORDINATOR	Q206U	46987.00	49337.00	0.00	0.00	5.00
9	Q204U	SEC OF STATE EXECUTIVE ASSISTANT	Q204U	52425.00	55047.00	0.00	0.00	5.00
10	Q203U	SEC OF STATE CREATIVE SPECIALIST II	Q203U	52425.00	55047.00	0.00	0.00	5.00
11	Q202U	SEC OF STATE VOTER SVCS ADMINISTRATOR	Q202U	52425.00	55047.00	0.00	0.00	5.00
12	Q201U	SEC OF STATE CORPORAL	Q201U	58493.00	61418.00	0.00	0.00	5.00
13	Q200U	SEC OF STATE CUSTOMER SVCS COORD II	Q200U	52425.00	55047.00	0.00	0.00	5.00
14	Q199U	SEC OF STATE INFO TECH SPECIALIST	Q199U	54035.00	56737.00	0.00	0.00	5.00
15	Q198U	SEC OF STATE BUSINESS ACCOUNTANT II	Q198U	58493.00	61418.00	0.00	0.00	5.00
16	Q197U	SEC OF STATE PROJECT COORDINATOR II	Q197U	65265.00	68529.00	0.00	0.00	5.00
17	Q195U	SEC OF STATE INFO TECH ADMINISTRATOR	Q195U	60288.00	63303.00	0.00	0.00	5.00
18	Q194U	SEC OF STATE CREATIVE SPECIALIST III	Q194U	58493.00	61418.00	0.00	0.00	5.00
19	Q193U	SEC OF STATE MASTER TRADESPERSON	Q193U	58493.00	61418.00	0.00	0.00	5.00
20	Q192U	SEC OF STATE DEPARTMENT SUPERVISOR	Q192U	65265.00	68529.00	0.00	0.00	5.00
21	Q191U	SEC OF STATE ELECTION COORDINATOR	Q191U	58493.00	61418.00	0.00	0.00	5.00
22	Q190U	SEC OF STATE INFO TECH ANALYST	Q190U	67267.00	70631.00	0.00	0.00	5.00
23	Q188U	SEC OF STATE TRADE SUPERVISOR	Q188U	65265.00	68529.00	0.00	0.00	5.00
24	Q187U	SEC OF STATE POLICE SERGEANT	Q187U	65265.00	68529.00	0.00	0.00	5.00
25	Q186U	SEC OF STATE ASSISTANT DIRECTOR	Q186U	65265.00	68529.00	0.00	0.00	5.00
26	Q185U	SEC OF STATE PROGRAMMER ANALYST	Q185U	67267.00	70631.00	0.00	0.00	5.00

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Extraordinary Salary Increase							
Class Code	Job Title	Authorized Grade	Current Salary	Agency Request	Executive Recommendation	Legislative Recommendation	Difference
Q184U	SEC OF STATE BUDGET ANALYST	Q184U	72822.00	76464.00	0.00	0.00	5.00
Q183U	SEC OF STATE DEPARTMENT MANAGER	Q183U	72822.00	76464.00	0.00	0.00	5.00
Q182U	SEC OF STATE SENIOR SUPERVISOR	Q182U	72822.00	76464.00	0.00	0.00	5.00
Q181U	SEC OF STATE CAPITOL POLICE CAPTAIN	Q181U	72822.00	76464.00	0.00	0.00	5.00
Q180U	SEC OF STATE PUBLIC EVENTS COORD	Q180U	58493.00	61418.00	0.00	0.00	5.00
Q179U	SEC OF STATE SYSTEMS ANALYST	Q179U	75054.00	78807.00	0.00	0.00	5.00
Q178U	SEC OF STATE CAPITOL POLICE CHIEF	Q178U	90670.00	95204.00	0.00	0.00	5.00
Q177U	SEC OF STATE ASSOCIATE COUNSEL	Q177U	81257.00	85320.00	0.00	0.00	5.00
Q176U	SEC OF STATE DEPARTMENT DIRECTOR	Q176U	90670.00	95204.00	0.00	0.00	5.00
Q175U	SEC OF STATE INFO TECHNICIAN	Q175U	93445.00	98118.00	0.00	0.00	5.00
Q174U	SEC OF STATE SENIOR INFO TECHNICIAN	Q174U	103970.00	109169.00	0.00	0.00	5.00
Q173U	SEC OF STATE GENERAL COUNSEL	Q173U	101175.00	106234.00	0.00	0.00	5.00
Q172U	SEC OF STATE DEPUTY	Q172U	112900.00	118545.00	0.00	0.00	5.00
Q171U	STATE CHIEF DEPUTY	Q171U	125986.00	132286.00	0.00	0.00	5.00
Total Number of Extraordinary Salary Increase				55	0	0	

Notes

2023 - 2025 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT

0063 Secretary of State

ACT#: 138

SECTION#: 15

CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)

EXECUTIVE RECOMMENDATION

STATE CAPITOL POLICE. In the event that sufficient revenues, in the judgment of the Secretary of State exist, the Secretary is hereby authorized to make additional salary payments from such funds to those employees who have attained law enforcement certification above the basic certificate level, as defined by the Arkansas Commission on Law Enforcement Standards. It is the intent of this Section that such payment shall be optional, at the discretion of the Secretary, dependent on sufficient revenues and shall not be implemented using funds specifically set aside for other programs within the Department.

Employees shall be eligible for all or a portion of additional salary payments scheduled as follows:

- I. General Certificate - \$ 300 annually
- II. Intermediate Certificate - \$ 600 annually
- III. Advanced Certificate - \$ 900 annually
- IV. Senior Certificate - \$1,200 annually

Payment of such funds may be made monthly, quarterly, semiannually or annually depending upon the availability of revenues and shall be restricted to the following classifications:

- 1. Sec. of State Capitol Police Chief
- 2. Sec. of State Police Sergeant
- 3. Sec. of State Corporal
- 4. Sec. of State Capitol Police Captain

Payments made under this Section which are awarded as partial or lump sum payments shall not be considered as salary for purposes of retirement benefits but shall be subject to withholding of all applicable federal and

NO EXECUTIVE RECOMMENDATION

2023 - 2025 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT

0063 Secretary of State

ACT#: 138

SECTION#: 15

CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)

EXECUTIVE RECOMMENDATION

state taxes. Payments made under this Section shall not be construed as exceeding the maximum annual salary of the employee.

The provisions of this section shall be in effect only from July 1, ~~2022~~ 2023 through June 30, ~~2023~~ 2024.

Recommendation: Delete, this language is codified at § 12-14-106.