

PLANNING BUDGETING & ADMINISTRATIVE SYSTEM

Personnel Committee Report

Line	Business Area	Agency Name
1	0480	DEPARTMENT OF CORRECTION

2

3	FY19 Authorized Positions	Base Level	Agency Request	Executive Recommendation	Legislative Recommendation
4	4740	4740	FY20 4757 / FY21 4760	FY20 4757 / FY21 4760	0

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6	Additional Positions Requested and Recommended						
7	Position	Class Code	Title	Grade	Agency Request	Executive Recommendation	Legislative Recommendation
8	X4800019	D038C	SENIOR SOFTWARE SUPPORT ANALYST	IT06	Y	Y	
9	x4800006	T048C	ADC/DCC CAPTAIN	GS08	Y	Y	
10	X4800007	T048C	ADC/DCC CAPTAIN	GS08	Y	Y	
11	x4800020	T054C	ADC/DCC LIEUTENANT	GS07	Y	Y	
12	X4800001	M048C	SUBSTANCE ABUSE PROGRAM LEADER	GS06	Y	Y	
13	x4800002	M048C	SUBSTANCE ABUSE PROGRAM LEADER	GS06	Y	Y	
14	X4800003	M048C	SUBSTANCE ABUSE PROGRAM LEADER	GS06	Y	Y	
15	x4800004	M048C	SUBSTANCE ABUSE PROGRAM LEADER	GS06	Y	Y	
16	X4800005	M048C	SUBSTANCE ABUSE PROGRAM LEADER	GS06	Y	Y	
17	x4800008	T065C	ADC/DCC CORRECTIONAL SERGEANT	GS06	Y	Y	
18	X4800009	T065C	ADC/DCC CORRECTIONAL SERGEANT	GS06	Y	Y	
19	X4800015	T065C	ADC/DCC CORRECTIONAL SERGEANT	GS06	Y	Y	
20	x4800016	T065C	ADC/DCC CORRECTIONAL SERGEANT	GS06	Y	Y	
21	X4800017	T065C	ADC/DCC CORRECTIONAL SERGEANT	GS06	Y	Y	
22	x4800018	M057C	CHAPLAIN	GS06	Y	Y	
23	x4800010	T083C	ADC/DCC CORRECTIONAL OFFICER I	GS04	Y	Y	
24	X4800011	T083C	ADC/DCC CORRECTIONAL OFFICER I	GS04	Y	Y	
25	x4800012	T083C	ADC/DCC CORRECTIONAL OFFICER I	GS04	Y	Y	
26	X4800013	T083C	ADC/DCC CORRECTIONAL OFFICER I	GS04	Y	Y	

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Additional Positions Requested and Recommended						
Position	Class Code	Title	Grade	Agency Request	Executive Recommendation	Legislative Recommendation
x4800014	T083C	ADC/DCC CORRECTIONAL OFFICER I	GS04	Y	Y	
Total Number of New Positions				20	20	0
Total Number of Authorized Positions including Additions				4757	4757	0

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
22124786	D052C	SOFTWARE SUPPORT ANALYST	IT05				B076C	RESEARCH PROJECT ANALYST	GS06			
22124788	D052C	SOFTWARE SUPPORT ANALYST	IT05				A063C	RESEARCH & STATISTICS SUPERVISOR	GS07			
22077521	D046C	STATE PRODUCTION CONTROL SUPERV	IT03				S096C	ADC CONSTRUCTION PROJECT SUPERV	GS07			
22084453	T015C	ADC/DCC DEPUTY WARDEN	GS10				R014C	PERSONNEL MANAGER	GS08			
22084250	T033C	ADC/DCC MAJOR	GS09				E022C	EDUCATION & INSTRUCTION MANAGER	GS09			
22087202	T033C	ADC/DCC MAJOR	GS09				E022C	EDUCATION & INSTRUCTION MANAGER	GS09			
22087255	T006C	ADC HEAD FARM MANAGER II	GS09				S094C	ADC CONSTRUCTION/MAINTENANCE CO	GS08			
22124948	L033C	PSYCHOLOGICAL EXAMINER	GS09				M009C	LICENSED CERTIFIED SOCIAL WORKER	GS09			
22125050	T034C	WORK RELEASE CENTER SUPERVISOR	GS08				A062C	RETIREMENT COORDINATOR	GS08			
22158540	A066C	INTERNAL AUDITOR	GS08				R014C	PERSONNEL MANAGER	GS08			
22083994	E048C	EDUCATION & INSTRUCTION SPECIALIS	GS07				M049C	SENIOR CHAPLAIN	GS07			
22087239	S096C	ADC CONSTRUCTION PROJECT SUPERV	GS07				A089C	ACCOUNTANT I	GS07			
22112439	T054C	ADC/DCC LIEUTENANT	GS07				M046C	ADC/DCC TREATMENT COORDINATOR	GS07			
22085576	S027C	ADC INDUSTRIAL SUPERVISOR II	GS06				P044C	ADC SALES REPRESENTATIVE	GS05			
22085579	S027C	ADC INDUSTRIAL SUPERVISOR II	GS06				M058C	ADC/DCC PROGRAM SPECIALIST	GS05			

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1	0480	DEPARTMENT OF CORRECTION											
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3	Reclassification of Positions												
4	Position	Currently Authorized			Agency Request			Executive Recommendation			Legislative Recommendation		
5		Class Code	Title	Grade	Class Code	Title	Grade	Class Code	Title	Grade	Class Code	Title	Grade
6	22086515	E046C	TRAINING INSTRUCTOR	GS06				P044C	ADC SALES REPRESENTATIVE	GS05			
7	22086575	L058C	DISEASE INTERVENTION SPECIALIST	GS06				P027C	PUBLIC INFORMATION SPECIALIST	GS06			
8	22086620	T065C	ADC/DCC CORRECTIONAL SERGEANT	GS06				V020C	INVENTORY CONTROL MANAGER	GS04			
9	22087192	A074C	FISCAL SUPPORT SUPERVISOR	GS06				V013C	CENTRAL WAREHOUSE OPERATIONS M	GS05			
10	22124785	G141C	ADC INDUSTRY ASSISTANT ADMR	GS06				S105C	ADC INDUSTRY PROGRAM SPECIALIST	GS06			
11	22133776	G141C	ADC INDUSTRY ASSISTANT ADMR	GS06				S105C	ADC INDUSTRY PROGRAM SPECIALIST	GS06			
12	22164541	T065C	ADC/DCC CORRECTIONAL SERGEANT	GS06				C037C	ADMINISTRATIVE ANALYST	GS06			
13	22164542	T065C	ADC/DCC CORRECTIONAL SERGEANT	GS06				C037C	ADMINISTRATIVE ANALYST	GS06			
14	22078992	T075C	ADC/DCC CORPORAL	GS05				R036C	HUMAN RESOURCES SPECIALIST	GS04			
15	22084071	T059C	ADC/DCC FOOD PREPARATION MANAGE	GS05				R036C	HUMAN RESOURCES SPECIALIST	GS04			
16	22084530	C022C	BUSINESS OPERATIONS SPECIALIST	GS05				A098C	FISCAL SUPPORT SPECIALIST	GS04			
17	22084672	X127C	DISCIPLINARY HEARING OFFICER	GS05				G216C	ADC INMATE GRIEVANCE COORDINATO	GS05			
18	22085343	T075C	ADC/DCC CORPORAL	GS05				C087C	ADMINISTRATIVE SPECIALIST I	GS02			
19	22154812	X151C	SAFETY SUPERVISOR	GS05				E051C	STAFF DEVELOPMENT SPECIALIST	GS05			
20	22158561	X128C	CORRECTIONAL UNIT ACCREDITATION	GS05				E051C	STAFF DEVELOPMENT SPECIALIST	GS05			
21	22162721	T075C	ADC/DCC CORPORAL	GS05				R036C	HUMAN RESOURCES SPECIALIST	GS04			
22	22086530	R036C	HUMAN RESOURCES SPECIALIST	GS04				C087C	ADMINISTRATIVE SPECIALIST I	GS02			
23	22133733	T083C	ADC/DCC CORRECTIONAL OFFICER I	GS04				R038C	HUMAN RESOURCES ASSISTANT	GS04			
24	22154811	T083C	ADC/DCC CORRECTIONAL OFFICER I	GS04				R038C	HUMAN RESOURCES ASSISTANT	GS04			
25	Total Number of Reclassified Positions				0			34			0		

PLANNING BUDGETING & ADMINISTRATIVE SYSTEM**Personnel Committee Report**

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3	Notes	
4	The Additional Positions will increase the total number of positions by 17 in the first year of the biennium (FY20) and an additional 3 positions in the second	
5	year (FY21). The total increase for the agency will be 20 additional positions over both years.	
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2019 - 2021 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT

0480 Correction, Department of

ACT#: 223

SECTION#: 13

CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)

EXECUTIVE RECOMMENDATION

REGULAR SALARIES - CONTINGENT POSITIONS. There is hereby established for the Department of Correction - Contingent Positions for the ~~2018-2019~~2019-2020 fiscal year, the following maximum number of regular employees.

CONTINGENT POSITIONS - MEDICAL SERVICES

ITEM CLASS		MAXIMUM	MAXIMUM ANNUAL
		NO. OF	SALARY RATE
		FISCAL YEAR	
<u>NO.</u>	<u>CODE</u>	<u>TITLE</u>	<u>EMPLOYEES</u>
			<u>2018-2019</u> <u>2019-2020</u>
(01)		CHIEF OF MEDICAL SERVICES	1 \$225,000
(02)		CHIEF OF DENTAL SERVICES	1 175,000
(03)		PHYSICIANS SPECIALIST	15 170,000
(04)		CHIEF OF PHARMACY	1 125,000
(05)		CHIEF OF NURSING SERVICES	1 90,000
(06)		UNIT/FACILITY MEDICAL MGR	15 90,000
(07)		RNP/PA	13 85,000
(08)		DIR OF MEDICAL RECORDS	1 75,000
PATIENT CARE -			
(09)	L011N	DENTIST	15 GRADE MP06
(10)	L016N	REGISTERED PHARMACIST	3 GRADE MP05
(11)	L019C	REGISTERED NURSE COORD	13 GRADE MP02
(12)	L027C	REGISTERED NURSE SUPV	45 GRADE MP02
(13)	L064C	RADIOLOGY TECHNICIAN	8 GRADE GS07
(14)	L069C	LICENSED PRACTICAL NURSE	180 GRADE GS06
(15)	B111C	LABORATORY TECHNICIAN	3 GRADE GS04

AGENCY REQUEST

2019 - 2021 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT

0480 Correction, Department of

ACT#: 223

SECTION#: 13

CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)			EXECUTIVE RECOMMENDATION
PATIENT CARE - CLASSIFIED POSITIONS			
(16) L071C DENTAL HYGIENIST	8	GRADE GS05	
(17) C056C ADMINISTRATIVE SPEC III	11	GRADE GS04	
(18) C053C MEDICAL RECORDS TECH	26	GRADE GS03	
(19) C073C ADMINISTRATIVE SPEC II	9	GRADE GS03	
(20) L081C DENTAL ASSISTANT	14	GRADE GS04	
CLASSIFIED - NON-PATIENT CARE			
(21) CHIEF PSYCHIATRIC SERV.	1	\$400,000	
(22) VP OPERATIONS	1	\$200,000	
(23) REGIONAL MANAGER	3	\$120,000	
(24) PSYCHIATRIC SPECIALIST	6	GRADE MP08	
(25) A014C FISCAL DIVISION MANAGER	1	GRADE GS12	
(26) D030C INFO SYSTEMS COORDINATOR	1	GRADE IT07	
(27) G178C POLICY DEVELOP.			
COORDINATOR	1	GRADE GS06	
(28) A089C ACCOUNTANT I	1	GRADE GS07	
(29) V014C BUYER	2	GRADE GS05	
(30) D079C COMPUTER SUPPORT TECH	1	GRADE IT02	
(31) INSTITUTIONAL HR			
COORDINATOR	1	GRADE C115	
(32) HR SPECIALIST	1	GRADE C113	
(33) A098C FISCAL SUPPORT SPECIALIST	1	GRADE GS04	
(34) NURSING ASSISTANT	53	GRADE C110	
(35) A101C ACCOUNTING TECH	4	GRADE GS04	
(36) V029C PURCHASING ASSISTANT	1	GRADE GS01	

2019 - 2021 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT

0480 Correction, Department of

ACT#: 223

SECTION#: 13

CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)

EXECUTIVE RECOMMENDATION

GRAND TOTAL CONTINGENT EMPLOYEES462

If the agency requests continuation of a "Growth Pool" position(s) as established herein during the next fiscal year, the position(s) must be requested as a new position(s) in the agency's budget request.

The provisions of this section shall be in effect only from July 1, ~~2018~~ 2019 through June 30, ~~2019~~ 2020.

2019 - 2021 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT

0480 Correction, Department of

ACT#: 223

SECTION#: 19

CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)

EXECUTIVE RECOMMENDATION

HOLIDAY COMPENSATION. The Department of Correction is authorized to pay employees for hours of unused holidays in the employee's holiday account following the end of the calendar year. Payments of unused Holiday hours must be processed on or before June 1st in each fiscal year. Employees terminating employment from the Department of Correction will be eligible for all holiday pay accrued. This request is contingent on approval by the Chief Fiscal Officer of the State after the Director of the Department of Correction has verified that sufficient revenues are available to make such payments to employees who have served in the following classifications, with the exception that those employees wishing to accrue banked hours be allowed the option to bank unused holiday hours in the employee's holiday account, not to exceed one-hundred fifty (150) hours:

Class

<u>Code</u>	<u>Title</u>	<u>Grade</u>
T033C	ADC/DCC MAJOR	GRADE GS09
T048C	ADC/DCC CAPTAIN	GRADE GS08
T054C	ADC/DCC LIEUTENANT	GRADE GS07
TO65C	ADC/DCC CORRECTIONAL SERGEANT	GRADE GS06
T059C	ADC/DCC FOOD PREPARATION MANAGER	GRADE GS05
T075C	ADC/DCC CORPORAL	GRADE GS05
T083C	ADC/DCC CORRECTIONAL OFFICER I	GRADE GS04
T070C	ADC/DCC FOOD PREPARATION SUPERVISOR	GRADE GS04

The provisions of this section shall be in effect only from July 1, ~~2018~~ 2019 through June 30, ~~2019~~ 2020.

AGENCY REQUEST

2019 - 2021 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT

0480 Correction, Department of

ACT#: 223

SECTION#: 34

CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)

EXECUTIVE RECOMMENDATION

ESSENTIAL SERVICES STIPEND. The Arkansas Department of Correction (ADC) may award additional compensation to those exempt employees who are members of the emergency response unit. These employees are eligible to receive up to 3% per hour additional compensation for the actual number of hours that an employee spends on an emergency response action.

The provisions of this section shall be in effect only from July 1, ~~2018~~ 2019 through June 30, ~~2019~~ 2020.

AGENCY REQUEST