

## PLANNING BUDGETING &amp; ADMINISTRATIVE SYSTEM

## Personnel Committee Report

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

2

| 3 | FY17 Authorized Positions | Base Level | Agency Request | Executive Recommendation | Legislative Recommendation |
|---|---------------------------|------------|----------------|--------------------------|----------------------------|
| 4 | 388                       | 383        | 393            | 0                        | 0                          |

5

|    |   |            |   |       |                |                          |                            |
|----|---|------------|---|-------|----------------|--------------------------|----------------------------|
| 6  | Additional Positions Requested and Recommended            |            |   |       |                |                          |                            |
| 7  | Position  | Class Code | Title   | Grade | Agency Request | Executive Recommendation | Legislative Recommendation |
| 8  | 22164870  | P065C      | DEVELOPMENT SPECIALIST (MFG from August 2016) | C119  | Y              |                          |                            |
| 9  | X0230001  | 233X       | ASSISTANT PERSONNEL MANAGER                   | C118  | Y              |                          |                            |
| 10 | X0230003  | 235X       | CHIEF IT SECURITY OFFICER                     | N904  | Y              |                          |                            |
| 11 | X0230002  | 234X       | DATABASE ADMINISTRATOR                        | C130  | Y              |                          |                            |
| 12 | Total Number of New Positions                             |            |   |       | 4              | 0                        | 0                          |
| 13 | Total Number of Authorized Positions including Additionls |            |   |       | 393            | 0                        | 0                          |

14

|    |                              |            |                        |       |                |                          |                            |
|----|------------------------------|------------|------------------------|-------|----------------|--------------------------|----------------------------|
| 15 | Eliminated Positions Request |            |                        |       |                |                          |                            |
| 16 | Position                     | Class Code | Title                  | Grade | Agency Request | Executive Recommendation | Legislative Recommendation |
| 17 |                              |            |                        |       |                |                          |                            |
| 18 |                              |            |                        |       |                |                          |                            |
| 19 |                              |            |                        |       |                |                          |                            |
| 20 |                              |            |                        |       |                |                          |                            |
| 21 |                              |            |                        |       |                |                          |                            |
| 22 |                              |            |                        |       |                |                          |                            |
| 23 |                              |            |                        |       |                |                          |                            |
| 24 |                              |            |                        |       |                |                          |                            |
| 25 | 22158922                     | P065C      | DEVELOPMENT SPECIALIST | C119  | Y              |                          |                            |
| 26 |                              |            |                        |       |                |                          |                            |

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2

| Eliminated Positions Request         |            |                               |       |                |                          |                            |
|--------------------------------------|------------|-------------------------------|-------|----------------|--------------------------|----------------------------|
| Position                             | Class Code | Title                         | Grade | Agency Request | Executive Recommendation | Legislative Recommendation |
| 22156362                             | Q189C      | AOC PROJECT ANALYST           | C120  | Y              |                          |                            |
| 22158921                             | E031C      | EDUCATION PROGRAM COORDINATOR | C119  | Y              |                          |                            |
|                                      |            |                               |       |                |                          |                            |
|                                      |            |                               |       |                |                          |                            |
|                                      |            |                               |       |                |                          |                            |
|                                      |            |                               |       |                |                          |                            |
| Total Number of Eliminated Positions |            |                               |       | 3              | 0                        | 0                          |

12

| 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 |
| 22164630                               | Q231C                | DRUG COURT JUV PROB & INTAKE OFF | C117  | 236X           | JUVENILE JUSTICE COORDINATOR | C125  |                          |       |       |                            |       |       |
| Total Number of Reclassified Positions |                      |                                  |       | 1              |                              |       | 0                        |       |       | 0                          |       |       |

18

| Transfer Positions                    |            |                            |       |                     |  |                |         |         |
|---------------------------------------|------------|----------------------------|-------|---------------------|--|----------------|---------|---------|
| Position                              | Class Code | Title                      | Grade | Transferring Agency | Receiving Agency                         | Agency Request | Exe Rec | Leg Rec |
| 22078017                              | Q106C      | DATA POLICY MANAGER        | C118  | 0032-SUPREME COURT  | 0023-ADMINISTRATIVE OFFICE OF THE COURTS | Y              |         |         |
| 22096848                              | Q122C      | DATA RESEARCH ANALYST      | C115  | 0032-SUPREME COURT  | 0023-ADMINISTRATIVE OFFICE OF THE COURTS | Y              |         |         |
| 22096887                              | Q051C      | NETWORK ADMINISTRATOR      | C124  | 0032-SUPREME COURT  | 0023-ADMINISTRATIVE OFFICE OF THE COURTS | Y              |         |         |
| 22150591                              | Q141C      | TECHNICAL ONLINE PUBLISHER | C122  | 0032-SUPREME COURT  | 0023-ADMINISTRATIVE OFFICE OF THE COURTS | Y              |         |         |
| Total Number of Transferred Positions |            |                            |       | -4                  | 4  |                |         |         |

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

| Line | Business Area | Agency Name                         |
|------|---------------|-------------------------------------|
| 1    | 0023          | ADMINISTRATIVE OFFICE OF THE COURTS |
| 2    |               |                                     |
| 3    | Notes         |                                     |
| 4    |               |                                     |
| 5    |               |                                     |
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| 23   |               |                                     |
| 24   |               |                                     |
| 25   |               |                                     |
| 26   |               |                                     |

**2017 - 2019 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT**

**AGENCY: 0023 ADMINISTRATIVE OFFICE OF THE COURTS**

**ACT#: 80**

**SECTION#: 5**

**CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)**

**EXECUTIVE RECOMMENDATION**

AOC RESPONSIBILITY FOR COURT REPORTERS AND TRIAL COURT ADMINISTRATORS.

(a) The Administrative Office of the Courts shall be responsible for the financial oversight of the Official Court Reporters of the Circuit Courts and Trial Court Administrators, which shall include but not be limited to biennial and annual budget requests, all budgeting activities, monitoring expenses, travel, substitute expenses, indigent transcript payments and to ensure projected annual expenditures do not exceed total available funding. (b) The Administrative Office of the Courts with assistance from the Arkansas Judicial Council shall establish an official procedure or rules for all new hires, terminations and salary adjustments for Trial Court Administrators and Official Court Reporters. The official procedures or rules shall be implemented prior to July 1, ~~2016~~2017 and shall be administered for all Trial Court Administrators and Official Court Reporters.

The provisions of this section shall be in effect only from July 1, ~~2016~~ 2017 through June 30, ~~2017~~ 2018.

NO EXECUTIVE RECOMMENDATION



**2017 - 2019 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT**

**AGENCY: 0023 ADMINISTRATIVE OFFICE OF THE COURTS**

**ACT#: 80**

**SECTION#: 7**

**CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)**

**EXECUTIVE RECOMMENDATION**

TRIAL COURT ADMINISTRATOR EMPLOYMENT. In the event that any Trial Court Administrator terminates employment for any reason and is eligible for the payment of accumulated annual leave, the employment date for the new employee shall be delayed and the position shall remain vacant for the period of time required to account for the cost of the payment of accumulated annual leave.

The provisions of this section shall be in effect only from July 1, ~~2016~~ 2017 through June 30, ~~2017~~ 2018.

NO EXECUTIVE RECOMMENDATION

**2017 - 2019 REQUEST FOR SPECIAL LANGUAGE IN APPROPRIATION ACT**

**AGENCY: 0023 ADMINISTRATIVE OFFICE OF THE COURTS**

**ACT#: 239**

**SECTION#: 37**

**CURRENT SPECIAL LANGUAGE (WITH AGENCY REQUEST)**

**EXECUTIVE RECOMMENDATION**

CONTRACTING WITH STATE ATTORNEYS. The Administrative Office of the Courts Division of Dependency-Neglect Representation shall have the authority to enter into a Professional Services Agreement with any qualified attorney who at any time previously served as a State Attorney and was paid by the State as a state employee prior to being appointed to provide representation in the dependency-neglect cases by a Circuit Judge. In addition, the Division shall have the authority to enter into a professional services contract with a qualified person who is serving as a part-time Public Defender or other part-time State Attorney and paid as an employee of the State of Arkansas when the Public Defender or other part-time State Attorney has been appointed to provide Dependency-Neglect Services by a Circuit Judge. The part-time Public Defender or other part-time State Attorney shall be eligible for additional compensation which shall not be construed as exceeding the line item maximum for the grade of that position when the Administrative Office of the Courts reimburses the part-time Public Defender or other part-time State Attorney for Dependency-Neglect Representation services performed. This does not prevent the Administrative Office of the Courts from contracting with any qualified attorney in the state.

The provisions of this section shall be in effect only from July 1, ~~2016~~ 2017 through June 30, ~~2017~~ 2018.

NO EXECUTIVE RECOMMENDATION