



## Department of Shared Administrative Services

Governor Sarah Huckabee Sanders

Secretary Leslie Fiskens

October 1, 2025

Rebecca Miller-Rice, Administrator  
Administrative Rules Review Section  
Bureau of Legislative Research  
One Capitol Mall, 5<sup>th</sup> Floor  
Little Rock, AR 72201

Via: Electronic Mail

RE: 2025 Regular Session Administrative Rules Monthly Report

Dear Mrs. Miller-Rice:

The Department of Shared Administrative Services (SAS) has reviewed all Acts from the Regular Session of the 94<sup>th</sup> General Assembly and is in the process of promulgating new and amended rules. In accordance with Arkansas Code Annotated § 25-15-216(b)(4), SAS provides the following update:

- (1) Rules for the Office of Property Risk (OPR), §§ 10, 26 of Act 560 and 779 of 2025**
  - a. Emergency Rules addressing the filing dates for a property claim incurred but not reported under the Public Elementary and Secondary School Insurance Act or the Arkansas Multi-Agency Insurance Trust Fund Act were effective on August 15, 2025.
  - b. SAS is currently drafting permanent new rules for promulgation.
  - c. The new rules will include the filing dates included in the emergency rules as well as requirements regarding schedules for maintenance, repair, and renovation activities, insurance coverage amounts, and types of insurance coverage.
- (2) Rules for Employee Benefits Division (EBD), § 2 of Act 956 of 2025**
  - a. SAS is currently drafting this new rule for promulgation.
  - b. The new rule will include requirements for an independent audit process to verify the accuracy of data vendors provide to EBD.
- (3) Rules for the Office of State Procurement (OSP), §§ 2, 5-6 of Act 782 of 2025**
  - a. SAS has drafted amended rules, which are currently under review with the Governor's Office.
  - b. OSP has been working with a consultant hired by BLR, Ikaso, to update procurement rules. These amended rules include requirements for determining whether a bid is unreasonable or unrealistic, negotiations, and training. The amendments also include updates to outdated requirements not previously amended as well as website links and forms.

**(4) Rules for State Surplus, § 2 of Act 778 of 2025**

- a. SAS is currently drafting amended rules for promulgation.
- b. The amendments update the percentage of proceeds for the sale of surplus computer or electronic equipment retained by State Surplus and the owning agency as reflected in Act 778.

Please contact me at 501-319-6553 or [jessica.patterson@arkansas.gov](mailto:jessica.patterson@arkansas.gov) if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Jessica Patterson". The signature is written in a cursive, flowing style.

Jessica Patterson  
SAS Chief General Counsel