



**Department of Transformation and Shared Services**  
Governor Sarah Huckabee Sanders  
Secretary Leslie Fiskens

June 17, 2024

The Honorable Breanne Davis, Co-Chairperson  
The Honorable Mark Berry, Co-Chairperson  
Uniform Personnel Classification and  
Compensation Plan Subcommittee  
Arkansas Legislative Council  
State Capitol Building, Room 315  
Little Rock, Arkansas 72201

Dear Senator Davis and Representative Berry:

The Office of Personnel Management (OPM) submits a request from the Arkansas Department of Agriculture for your review.

The Department of Agriculture, Agriculture Division, is requesting to modify the existing approval for the on-call pay differential established by Arkansas Code Annotated § 21-5-221. The new classification requested for on-call pay differential and other modifications are listed below:

**CLASSIFICATIONS REQUESTED**

<b><u>CLASS CODE</u></b>	<b><u>TITLE</u></b>	<b><u>GRADE</u></b>	<b><u>STATUS</u></b>	<b><u>SALARY RANGE</u></b>
X058C	Agri Commodity Area Supervisor	GS07	CONTINUATION	\$40,340 - \$58,493
B010C	Agri Division Manager	GS11	ADDITION	\$62,531 - \$90,669
X165C	Agri Inspector I	GS04	REMOVE	\$29,046 - \$42,116
X157C	Agri Inspector II	GS05	REMOVE	\$32,405 - \$46,987
X146C	Agri Inspector III	GS06	REMOVE	\$36,155 - \$52,424

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**JUSTIFICATION**

The Division of Agriculture, Food Safety/Egg & Poultry Section, requests to discontinue on-call pay differentials for three (3) classifications, continue one (1) classification, and add one (1) new classification for eligibility. In the fall of 2023, OPM conducted a statewide review of all shift differentials, including on-call pay. OPM met with the Department of Agriculture and developed a plan that fits their needs and correctly identified the classifications needing on-call differential pay that also meet the eligibility requirements. Approving this request will result in an anticipated cost of approximately \$11,877 paid from special revenue. The cost is estimated to be a decrease of \$10,784 from Fiscal Year 2024.

OPM has reviewed the request and **recommends** the approval of one (1) new classification, and the continuation of one (1) previously approved classification for the on-call pay differential of up to 6.5%. The maximum cost for all eligible positions is based upon no more than 6.5% of each affected employee's annual salary.

Your consideration of this request is greatly appreciated.

*Kay Bunnell*  
STATE PERSONNEL DIRECTOR

*6/04/24*  
DATE

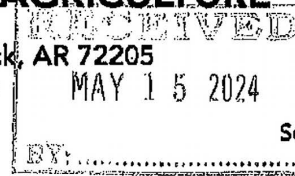
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Sarah Huckabee Sanders  
Governor

# ARKANSAS DEPARTMENT OF AGRICULTURE

1 Natural Resources Drive, Little Rock, AR 72205  
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(501) 225-1598



Wes Ward  
Secretary of Agriculture

May 14, 2024

Ms. Kay Barnhill  
State Personnel Director, Transformation and Shared Services  
Office of Personnel Management  
501 Woodlane Street, Suite 205  
Little Rock, Arkansas 72201

Dear Ms. Barnhill:

The Arkansas Department of Agriculture respectfully requests modification and continuation of the 6.5% On-call Duty Differential for Fiscal Year 2025 for positions within the Food Safety/Egg & Poultry Section. The Department's cost for these positions totaled \$22,661 in Fiscal Year 2024 and was funded by special revenue.

Employees within the Food Safety/Egg and Poultry Section provide commodity grading, inspection, and certification of poultry, turkeys, eggs, and rabbits under a cooperative agreement with the U. S. Department of Agriculture (USDA). They provide grading services at processing plants across the state to ensure products meet USDA food safety and quality standards. Because USDA rules require graders to be onsite before processing can begin, it is imperative that the Food Safety/Egg and Poultry Section be adequately staffed to meet the needs of Arkansas's food processing industry.

The Department is requesting a continuation of the 6.5% On-call Duty Differential for the Agri Commodity Area Supervisor-GS07 classification (two employees) and a salary administration modification for the Agri Division Manager-GS11 (one employee) to receive the 6.5% On-Call Duty Differential. With the requested modifications, the cost for Fiscal Year 2025 is estimated to be \$11,877, which is based on 6.5% of the employee's salary, and would be funded through special revenue.

The Department is requesting discontinuation of the 6.5% On-Call Duty Differential for the Agri Inspector I-GS04, Agri Inspector II-GS05, and Agri Inspector III-GS06 classifications. The overall savings for this request in Fiscal Year 2025 is estimated at \$10,784.

On-Call Duty Differential is being requested for the Agri Division Manager and two Agri Commodity Area Supervisors due to the amount of work frequently required to be conducted outside of normal business hours, including weekends and holidays. These positions are responsible for finding employees to backfill behind employees who are unable to work their duty assignments due to illness or other circumstances that often occur outside of normal working hours. If they are unable to find a qualified replacement in a timely manner, they will work the shift. In many instances, they may have already completed a full shift.

In addition, these positions frequently receive calls from staff members and production managers after normal working hours regarding product quality determinations, tolerances, shipping concerns, and other issues. These situations often require multiple phone calls over several hours, and in some instances, may require an onsite visit for additional review or determination.

We appreciate your consideration of this request to provide On-call Duty Differential for these employees who provide valuable service to Arkansas's food processing industry and help ensure safe and quality products for consumers. Please do not hesitate to let us know if additional information is needed.

Respectfully,

A handwritten signature in black ink, appearing to read 'Wesley W. Ward', with a stylized flourish at the end.

Wesley W. Ward  
Secretary of Agriculture  
State of Arkansas