



Department of Transformation and Shared Services

Governor Sarah Huckabee Sanders

Secretary Leslie Fiskien

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 Corrections (DOC) for your review.

DOC requests to establish a labor market rate for the Deputy Warden classification and increase two (2) incumbent's salary to the below-requested entry rate:

LMR REQUESTED				
CLASS CODE	TITLE	GRADE	ENTRY	NEW ENTRY
T015C	DOC Deputy Warden	GS10	\$56,039	\$78,000

SALARIES TO BE INCREASED					
POSITION NUMBER	TITLE	CLASS CODE	PAY GRADE	CURRENT SALARY	INCREASE AMOUNT
22179736	DOC Deputy Warden	T015C	GS10	\$75,015.62	\$2,984.38
22179737	DOC Deputy Warden	T015C	GS10	\$76,094.10	\$1,905.90

JUSTIFICATION

At the initial implementation of DOC's Appropriation Act 890 for FY24, the classification of T033C DOC Major received a grade increase from GS09 to GS11. DOC states that this action caused pay inequities within the DOC Deputy Warden (GS10) classification because these employees supervise the DOC Majors. DOC suggests that because the DOC Deputy Warden classification did not receive a grade increase as well, they are unable to promote DOC Majors to the DOC



SARAH HUCKABEE SANDERS
GOVERNOR

2148
RECEIVED
MAY 09 2024
ARKANSAS DEPARTMENT OF CORRECTIONS.....

1302 Pike Avenue, Suite C
North Little Rock, AR 72114



OFFICE OF THE
SECRETARY

April 17, 2024

Ms. Kay Barnhill
Director, Office of Personnel Management, TSS
501 Woodlane Street, Suite 205
Little Rock, AR 72201

RE: Labor Market Request

The Arkansas Department of Corrections is requesting the establishment of a Labor Market Rate (LMR) of \$78,000 for DOC Deputy Wardens, GS10, class code T015C.

Currently the Department of Corrections has 29 authorized DOC Deputy Warden positions. There are no vacant Deputy Warden positions in the Division of Community Correction or Shared Services. The Division of Correction has three vacant DOC Deputy Warden positions. Act 890 of 2023, Appropriation Act for the Department of Corrections/Correction raised security positions by two grades on the General Salary (GS) scale. This action increased the grade of the DOC Major from GS09 to GS11. The appropriation act did not increase the grade of the DOC Deputy Wardens, which supervise the DOC Majors. As a result, the DOC is unable to promote staff into the rank of DOC Deputy Warden because it would be a demotion. OPM policy number 25, Establishing an Employee's Salary, states "Employees demoting to a lower grade within the same pay table shall receive a 10% decrease in salary. A state agency must submit a request and receive prior approval from OPM to decrease an employee's rate of pay less than 10%. An employee may voluntarily accept a decrease that exceeds 10%".

According to Glassdoor.com, the average salary for a Deputy Warden is \$79,097. The establishment of a LMR of \$78,000 would enable the DOC to promote and retain qualified staff into the rank of DOC Deputy Warden. The application of the LMR will only be applied to the current vacant DOC Deputy Warden positions within the Division of Correction and two current employees below the LMR. The cost to raise the two DOC Deputy Warden is approximately \$4,890.28. The other current DOC Deputy Wardens within the Division of Correction salaries are higher than the \$78,000 LMR. An internal candidate promoted to the rank of Deputy Warden will have an approximate cost between \$1,500 to \$15,500. An externally hired DOC Deputy Warden will have a starting salary of \$56,039. The LMR will be funded via General Revenue.

Best Regards,

Lindsay Wallace

Cabinet Secretary, Department of Corrections



**Department of Transformation and Shared Services
Office of Personnel Management
Special Entry Rate Request - Labor Market Conditions**

Business Area 0480/9903/0485	Department / Agency Name Corrections	
Class Title DOC Deputy Warden	Grade GS	Class Code T01 5C

Current Entry Salary/Pay Level \$56,039	Requested Entry Salary/Pay Level \$78,000	Number of Positions Authorized 29	Number of Positions Filled 26
--	--	--------------------------------------	----------------------------------

Filled Positions by Pay Level

Entry	Mid-Point	Maximum
2	6	17

HR Administrator or designee 	Date 4/18/2024
---	-------------------

Department Secretary / Agency Director or designee Lindsay Wallace	Date 4/18/24
---	-----------------

OFFICE OF PERSONNEL MANAGEMENT - ACTION

Attach Salary Survey:

According to glassdoor.com

The estimated total pay for a Deputy Warden is \$92,561 per year in the United States area, with an average salary of \$79,097 per year. These numbers represent the median, which is the midpoint of the ranges from our proprietary Total Pay Estimate model and based on salaries collected from our users. The estimated additional pay is \$13,464 per year. Additional pay could include cash bonus, commission, tips, and profit sharing. The "Most Likely Range" represents values that exist within the 25th and 75th percentile of all pay data available for this role.

OPM Personnel Representative	Date
------------------------------	------

OPM Director or designee	Date
--------------------------	------