



STATE OF ARKANSAS  
**Department of Finance  
 and Administration**

**OFFICE OF PERSONNEL MANAGEMENT  
 Administrator's Office**  
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August 19, 2015

Senator Uvalde Lindsey, Co-Chairperson  
 Representative Lanny Fite, Co-Chairperson  
 Uniform Personnel Classification and  
 Compensation Plan Subcommittee  
 Arkansas Legislative Council  
 State Capitol Building, Room 315  
 Little Rock, Arkansas 72201

Dear Co-Chairs:

The Office of Personnel Management submits a request from the Arkansas Military Department for your review.

The Arkansas Military Department requests continuation of what was previously approved certification differentials for classifications which were reclassified during the Fiscal Year 2016 Biennial Budget:

- Certification Differentials for the following classifications:

<u>Class Code</u>	<u>Classification</u>	<u>Grade</u>
• T019C	Director of Public Safety	C122
• T030C	Public Safety Commander I	C120
• T051C	Public Safety Supervisor	C117
• T067C	Public Safety Officer II	C114

The Certification Differentials for the above listed classifications are as follows:

**CERTIFICATIONS/LICENSURES**

**PERCENTAGES**

General Law Enforcement	1%
Intermediate Law Enforcement	2%
Advanced Law Enforcement	3%
Senior Law Enforcement	4%

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Cardiopulmonary Resuscitation (CPR)	1%
Automatic Defibrillator Instructor	1%
Emergency Medical Technician	1%
Police and Fire Instructor	1%
Fire Officer I Certificate	1%
Fire Officer II Certificate	2%
Fire Officer III Certificate	3%
Fire Officer IV Certificate	4%
Fire Inspector I	1%

The estimated cost for these compensation differentials is \$6,735.82 for this past fiscal year.

The Office of Personnel Management has reviewed the requested compensation differentials and recommends approval through Fiscal Year 2016. Your consideration of this request is appreciated.

Sincerely,

  
Kay B. Terry  
State Personnel Administrator



\_\_\_\_\_  
Chief Fiscal Officer of the State

AUG 04 2015

\_\_\_\_\_  
Date

KBT/cls:1-2



MILITARY DEPARTMENT OF ARKANSAS  
OFFICE OF THE ADJUTANT GENERAL  
CAMP JOSEPH T. ROBINSON  
NORTH LITTLE ROCK, ARKANSAS 72199-9600

ASA HUTCHINSON  
GOVERNOR

MARK H. BERRY  
MAJOR GENERAL  
THE ADJUTANT GENERAL

July 31, 2015

Kay K Terry, State Personnel Administrator  
Office of Personnel Management  
Department of Finance and Administration  
P. O. Box 3278  
Little Rock, AR 72203

Dear Ms. Terry,

Act 1061 of 2007, Section 24 -27 allow Law Enforcement and Firefighters to be given certificate pay. Classification and Compensation Act 688 of 2009, 147-(i) (1-2) the State Military Department no longer has the ability to pay certification pay as in the previous Act. The State Military Department is requesting approval for Certificate pay for the following classifications that have been added/reclassified for FY2016:

- T019C Director of Public Safety                      Grade C122
- T030C Public Safety Commander I                      Grade C120
- T051C Public Safety Supervisor                      Grade C117
- T067C Public Safety Officer II                      Grade C114

Additional Certification Differential percentages for Public Safety Officer II (T067C), Public Safety Supervisor (T051C), Director of Public Safety (T019C), Public Safety Commander I (T030C) are eligible to be paid up to the percentages listed below:

Incentive payments will be eligible for the highest level of Law Enforcement or Fire Officer Certification held. Certifications will be reviewed on an annual basis.

Eligible Certificate Types listed below:

General Law Enforcement (LE)	1%
Intermediate LE	2%
Advanced LE	3%
Senior LE	4%
Cardiopulmonary Resuscitation (CPR) & Automatic Defibrillator (AED) Instructor	1%
Emergency Medical Technician (EMT)	1%

Police and Fire Instructor	1%
Fire Officer I Certificate	1%
Fire Officer II Certificate	2%
Fire Officer III Certificate	3%
Fire Officer IV Certificate	4%
Fire Inspector I	1%

Professional certification percentage for job-related professional certifications of individual positions is for specific classifications within an agency or institution which may be authorized if the certification meets the requirements listed below:

- (A) From a recognized professional certifying organization and is determined to be directly related to the predominant purpose and use of the position or classification; and
- (B) Not included as a minimum qualification established or as a special requirement for the classification by the official class specification.
- (C) A professional certification differential may be paid only while the certification is current and maintained by the employee and while employed in a position or classification covered by the plan.
- (D) Documentation of continuation or renewal of the certification of the employee is required for continuation of certification differential.

Certificate pay for each appropriate area has been budget approved.

Your favorable approval of the State Military Department plan for the additional compensations listed above would be greatly appreciated.

Sincerely,



Carla L. Daniels, MPA  
Fiscal Division Manager