

Stricken language would be deleted from and underlined language would be added to the law as it existed prior to this session of the General Assembly.

1 State of Arkansas
2 83rd General Assembly
3 Regular Session, 2001

A Bill

HOUSE BILL 1385

4
5 By: Joint Budget Committee
6
7

For An Act To Be Entitled

9 AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES
10 AND OPERATING EXPENSES FOR THE DEPARTMENT OF FINANCE
11 AND ADMINISTRATION - MANAGEMENT SERVICES DIVISION FOR
12 THE BIENNIAL PERIOD ENDING JUNE 30, 2003; AND FOR
13 OTHER PURPOSES.
14

Subtitle

15
16 AN ACT FOR THE DEPARTMENT OF FINANCE
17 AND ADMINISTRATION - MANAGEMENT SERVICES
18 DIVISION APPROPRIATION FOR THE 2001-2003
19 BIENNIAL PERIOD.
20
21

22
23 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:
24

25 SECTION 1. REGULAR SALARIES - OPERATIONS. There is hereby established for
26 the Department of Finance and Administration - Management Services Division
27 for the 2001-2003 biennium, the following maximum number of regular employees
28 whose salaries shall be governed by the provisions of the Uniform
29 Classification and Compensation Act (Arkansas Code §§21-5-201 et seq.), or
30 its successor, and all laws amendatory thereto. Provided, however, that any
31 position to which a specific maximum annual salary is set out herein in
32 dollars, shall be exempt from the provisions of said Uniform Classification
33 and Compensation Act. All persons occupying positions authorized herein are
34 hereby governed by the provisions of the Regular Salaries Procedures and
35 Restrictions Act (Arkansas Code §21-5-101), or its successor.
36

					Maximum Annual	
				Maximum	Salary Rate	
	Item	Class		No. of	Fiscal	Years
	No.	Code	Title	Employees	2001-2002	2002-2003
6	(1)	9938	DFA DIRECTOR	1	\$115,961	\$118,975
7	(2)	9941	DFA DEP DIR REV MNGT SVCS/CMSNR	1	\$102,864	\$105,539
8	(3)	9601	DFA ADMIN FOR FISCAL & BUDGET	1	\$95,226	\$97,702
9	(4)	9089	OFC INTERNAL AUDIT ADMINISTRATOR	1	\$81,714	\$83,838
10	(5)	9192	DFA CHIEF INFORMATION OFFICER	1	\$81,714	\$83,838
11	(6)	9600	DFA ACCOUNTING ADMR	1	\$81,714	\$83,838
12	(7)	9602	DFA OFC OF ADMIN SVCS ADMR	1	\$81,714	\$83,838
13	(8)	9603	DFA STATE PERSONNEL ADMR	1	\$81,714	\$83,838
14	(9)	9604	DFA STATE PURCHASING ADMR	1	\$81,714	\$83,838
15	(10)	8980	EXECUTIVE DIR ST EMPL/PS PERS BD	1	\$75,613	\$77,578
16	(11)	7283	CRIMINAL DETENTION FACILITIES COORD	1	\$43,361	\$44,488
17	(12)	150Z	DFA ADMR OF INTERGOVERNMENTAL SVCS	1		GRADE 26
18	(13)	856Z	DFA ASST ACCOUNTING ADMR	1		GRADE 26
19	(14)	855Z	DFA ASST BUDGET ADMR/BUDGET SYSTEMS	1		GRADE 26
20	(15)	132Z	DFA STATE CLASS & COMP MANAGER	2		GRADE 26
21	(16)	183Z	DFA TAX RESEARCH ADMINISTRATOR	1		GRADE 26
22	(17)	122Z	DFA ACCOUNTING MANAGER	1		GRADE 25
23	(18)	R187	DFA ASST ADMIN/BUDGET ANALYSIS	2		GRADE 25
24	(19)	038Z	DFA DATA CENTER MANAGER	1		GRADE 25
25	(20)	052Z	DFA PRE-AUDIT MANAGER	1		GRADE 25
26	(21)	037Z	INFORMATION SYSTEMS MANAGER	1		GRADE 25
27	(22)	A026	INTERNAL AUDIT ASST ADMINISTRATOR	1		GRADE 25
28	(23)	A125	DFA ACCOUNTING SUPPORT SYSTEM MGR	1		GRADE 24
29	(24)	154Z	DFA MARKETING & REDISTRIBUTION MGR	1		GRADE 24
30	(25)	162Z	DFA PROCUREMENT MANAGER	3		GRADE 24
31	(26)	A013	DFA SEPSI FISCAL OFFICER	1		GRADE 24
32	(27)	175Z	DFA STATE EMPLOYEE INSURANCE MGR	1		GRADE 24
33	(28)	160Z	DFA STATE PAYROLL SYSTEMS MANAGER	1		GRADE 24
34	(29)	A033	INTERNAL AUDIT SPECIALIST	1		GRADE 24
35	(30)	R475	SR BUDGET ANALYST/SPECIALIST	12		GRADE 24
36	(31)	995Z	DFA FEDERAL GRANTS SYSTEMS MANAGER	3		GRADE 23

1	(32)	146Z	DFA HUMAN RESOURCES MGR	1	GRADE 23
2	(33)	192Z	DFA MERIT SYSTEM MANAGER	1	GRADE 23
3	(34)	R191	DFA SENIOR PERSONNEL SUPERVISOR	1	GRADE 23
4	(35)	185Z	DFA TRAINING PROJECT MANAGER	1	GRADE 23
5	(36)	D046	SYSTEMS APPLICATIONS SUPERVISOR	1	GRADE 23
6	(37)	A032	AGENCY FISCAL MANAGER	1	GRADE 22
7	(38)	A073	DFA ACCOUNTING SUPERVISOR	2	GRADE 22
8	(39)	N284	DFA EMPLOYEE BENEFIT DIV COMM MGR	1	GRADE 22
9	(40)	001Z	DFA MGR PURCHASE & PROP MGMT	1	GRADE 22
10	(41)	R130	DFA PERSONNEL SUPERVISOR	5	GRADE 22
11	(42)	D124	LEAD PROGRAMMER/ANALYST	2	GRADE 22
12	(43)	L078	NURSE SUPERVISOR	1	GRADE 22
13	(44)	909Z	PROGRAM SUPPORT MANAGER	1	GRADE 22
14	(45)	D066	SYSTEMS COORDINATION ANALYST II	6	GRADE 22
15	(46)	A008	ACCOUNTING SUPERVISOR II	7	GRADE 21
16	(47)	R298	AGENCY PROGRAM COORDINATOR	2	GRADE 21
17	(48)	D123	APPLICATIONS & SYSTEMS ANALYST	1	GRADE 21
18	(49)	R139	DFA FINANCIAL ADVISOR	1	GRADE 21
19	(50)	A068	DFA INTERNAL AUDIT MANAGER	1	GRADE 21
20	(51)	R123	DFA POLICY COORDINATOR	1	GRADE 21
21	(52)	N322	DFA SUPPORT SERVICES MANAGER	1	GRADE 21
22	(53)	R488	GRANTS ADMIN SUPV	2	GRADE 21
23	(54)	R128	PERSONNEL REPRESENTATIVE II	17	GRADE 21
24	(55)	D036	SR PROGRAMMER/ANALYST	4	GRADE 21
25	(56)	D122	USER SUPPORT SUPERVISOR	1	GRADE 21
26	(57)	A124	ACCOUNTING SERVICES REP II	6	GRADE 20
27	(58)	A006	ACCOUNTING SUPERVISOR I	1	GRADE 20
28	(59)	R411	DFA CRIMINAL JUSTICE PROGRAM COORD	1	GRADE 20
29	(60)	V067	DFA MARKETING & REDISTRIBUT SUPV	1	GRADE 20
30	(61)	R021	DFA MGR STATE & FEDERAL SERVICES	1	GRADE 20
31	(62)	A041	DFA MGR STATE CLEARINGHOUSE	1	GRADE 20
32	(63)	A056	INTERNAL AUDITOR	2	GRADE 20
33	(64)	R266	MANAGEMENT PROJECT ANALYST II	10	GRADE 20
34	(65)	R126	PERSONNEL REPRESENTATIVE I	4	GRADE 20
35	(66)	D121	USER SUPPORT ANALYST	1	GRADE 20
36	(67)	R030	ASST PERSONNEL MANAGER	1	GRADE 19

1	(68)	A087	BUDGET OFFICER	1	GRADE 19
2	(69)	V008	BUYER III	17	GRADE 19
3	(70)	D020	DP SUPERVISOR II	1	GRADE 19
4	(71)	R168	GRANTS COORDINATOR II	5	GRADE 19
5	(72)	R150	RESEARCH PROJECT ANALYST	1	GRADE 19
6	(73)	A111	ACCOUNTANT	7	GRADE 18
7	(74)	V006	BUYER II	2	GRADE 18
8	(75)	X361	INSURANCE INVESTIGATOR	1	GRADE 18
9	(76)	R264	MANAGEMENT PROJECT ANALYST I	6	GRADE 18
10	(77)	V040	PURCHASE AGENT II/PURCHASE AGENT	1	GRADE 18
11	(78)	V044	SPECIFICATIONS SPEC	1	GRADE 18
12	(79)	R010	ADMINISTRATIVE ASSISTANT II	8	GRADE 17
13	(80)	V064	CONTRACT EXPEDITER	2	GRADE 17
14	(81)	G161	GENERAL MAINTENANCE REPAIRMAN	1	GRADE 17
15	(82)	V030	INVENTORY CONTROL MANAGER	2	GRADE 17
16	(83)	R190	PERSONNEL OFFICER II	4	GRADE 17
17	(84)	K129	BUDGET TECHNICIAN	2	GRADE 16
18	(85)	K093	DFA PAYROLL TECHNICIAN	3	GRADE 16
19	(86)	A174	INDIRECT COST RATE ANALYST	1	GRADE 16
20	(87)	A053	INSURANCE SPECIALIST II	7	GRADE 16
21	(88)	A002	MEMBER ADVOCATE	6	GRADE 16
22	(89)	R383	PERSONNEL REPRESENTATIVE TECHNICIAN	1	GRADE 16
23	(90)	V053	SURPLUS PROPERTY AGENT	2	GRADE 16
24	(91)	A108	ACCOUNTING TECHNICIAN II	8	GRADE 15
25	(92)	R009	ADMINISTRATIVE ASSISTANT I	3	GRADE 15
26	(93)	K011	ADMINISTRATIVE OFFICE SUPERVISOR	1	GRADE 15
27	(94)	D005	COMPUTER OPERATOR II	1	GRADE 15
28	(95)	A063	PAYROLL OFFICER	2	GRADE 15
29	(96)	V039	PURCHASE AGENT I/ASST PURCHASE AGENT	1	GRADE 15
30	(97)	K105	REPROD EQUIPMENT OPERATOR SUPV	1	GRADE 15
31	(98)	V004	BUYER I	2	GRADE 14
32	(99)	V019	COMMODITY ANALYST	1	GRADE 14
33	(100)	K041	EXECUTIVE SECY/ADMINISTRATIVE SECY	8	GRADE 14
34	(101)	K117	MEDICAL OR LEGAL SECRETARY	1	GRADE 14
35	(102)	A051	INSURANCE SPECIALIST I	6	GRADE 13
36	(103)	K153	SECRETARY II	18	GRADE 13

1	(104)	K127	COURI ER SUPERVI SOR	1	GRADE 12
2	(105)	K039	DOCUMENT EXAMI NER II	14	GRADE 12
3	(106)	G013	WAREHOUSE WORKER	1	GRADE 10
4	(107)	K069	COURI ER II	<u>2</u>	GRADE 05
5			MAX. NO. OF EMPLOYEES	293	

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7 SECTION 2. EXTRA HELP - OPERATIONS. There is hereby authorized, for the
 8 Department of Finance and Administration - Management Services Division for
 9 the 2001-2003 biennium, the following maximum number of part-time or
 10 temporary employees, to be known as "Extra Help", payable from funds
 11 appropriated herein for such purposes: twenty (20) temporary or part-time
 12 employees, when needed, at rates of pay not to exceed those provided in the
 13 Uni form Cl assi fi cation and Compensation Act, or its successor, or this act
 14 for the appropriate classi fi cation.

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16 SECTION 3. APPROPRIATION - OPERATIONS. There is hereby appropriated, to
 17 the Department of Finance and Administration - Management Services Division,
 18 to be payable from the State Central Services Fund, for personal services and
 19 operating expenses of the Department of Finance and Administration -
 20 Management Services Division for the biennial period ending June 30, 2003,
 21 the following:

23	ITEM	FISCAL YEARS	
24	<u>NO.</u>	<u>2001-2002</u>	<u>2002-2003</u>
25	(01) REGULAR SALARIES	\$ 8,254,336	\$ 8,468,946
26	(02) EXTRA HELP	41,512	41,512
27	(03) PERSONAL SERV MATCHING	2,092,614	2,131,539
28	(04) OVERTIME	5,000	5,000
29	(05) MAINT. & GEN. OPERATION		
30	(A) OPER. EXPENSE	1,264,311	1,264,311
31	(B) CONF. & TRAVEL	62,344	62,344
32	(C) PROF. FEES	10,000	10,000
33	(D) CAP. OUTLAY	36,300	25,000
34	(E) DATA PROC.	<u>344,472</u>	<u>344,472</u>
35	TOTAL AMOUNT APPROPRIATED	<u>\$ 12,110,889</u>	<u>\$ 12,353,124</u>

36

SECTION 4. APPROPRIATIONS - MISCELLANEOUS CASH. There is hereby appropriated, to the Department of Finance and Administration - Management Services Division, to be payable from cash funds as defined by Arkansas Code 19-4-801 of the Department of Finance and Administration - Management Services Division, for operating expenses of the Department of Finance and Administration - Management Services Division for the biennial period ending June 30, 2003, the following:

ITEM NO.	FISCAL YEARS	
	2001-2002	2002-2003
(01) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSE	266,222	266,222
(B) CONF. & TRAVEL	7,100	7,100
(C) PROF. FEES	25,000	25,000
(D) CAP. OUTLAY	5,000	5,000
(E) DATA PROC.	0	0
(02) REFUNDS/REIMBURSEMENTS	<u>17,700</u>	<u>17,700</u>
TOTAL AMOUNT APPROPRIATED	<u>\$ 321,022</u>	<u>\$ 321,022</u>

SECTION 5. EXTRA HELP - FEDERAL GRANTS. There is hereby authorized, for the Department of Finance and Administration - Management Services Division - Federal Grants Paying for the 2001-2003 biennium, the following maximum number of part-time or temporary employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: one (1) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, or this act for the appropriate classification.

SECTION 6. APPROPRIATION - FEDERAL GRANTS PAYING. There is hereby appropriated, to the Department of Finance and Administration - Management Services Division, to be payable from the paying account as determined by the Chief Fiscal Officer of the State, for personal services of the Department of Finance and Administration - Management Services Division for the biennial period ending June 30, 2003, the following:

ITEM FISCAL YEARS

NO.		2001-2002	2002-2003
(01)	REGULAR SALARIES	\$ 207,313	\$ 212,704
(02)	EXTRA HELP	6,272	6,272
(03)	PERSONAL SERV MATCHING	56,069	57,088
(04)	OVERTIME	<u>2,250</u>	<u>2,500</u>
	TOTAL AMOUNT APPROPRIATED	<u>\$ 271,904</u>	<u>\$ 278,564</u>

SECTION 7. APPROPRIATION - LOCAL LAW ENFORCEMENT BLOCK GRANT - FEDERAL.

There is hereby appropriated, to the Department of Finance and Administration - Management Services Division, to be payable from the federal funds as designated by the Chief Fiscal Officer of the State, for operating expenses and grants to cities and counties which provide uniform crime reporting information to the state of the Department of Finance and Administration - Management Services Division - Local Law Enforcement Block Grant for the biennial period ending June 30, 2003, the following:

ITEM NO.	FISCAL YEARS	
	2001-2002	2002-2003
(01) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSE	7,012	7,012
(B) CONF. & TRAVEL	0	0
(C) PROF. FEES	0	0
(D) CAP. OUTLAY	0	0
(E) DATA PROC.	0	0
(02) LOCAL LAW ENFORCEMENT BLOCK GRANT	<u>800,000</u>	<u>800,000</u>
TOTAL AMOUNT APPROPRIATED	<u>\$ 807,012</u>	<u>\$ 807,012</u>

SECTION 8. APPROPRIATION - FEDERAL VIOLENT OFFENDER INCARCERATION GRANT.

There is hereby appropriated, to the Department of Finance and Administration - Management Services Division, to be payable from the federal funds as designated by the Chief Fiscal Officer of the State, for operating expenses and distribution and administration of the U.S. Department of Justice Violent Offender Incarceration Grant by the Department of Finance and Administration - Management Services Division - Violent Offender Incarceration Grant for the biennial period ending June 30, 2003, the following:

ITEM	FISCAL YEARS	
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1	NO.	2001-2002	2002-2003
2	(01) MAINT. & GEN. OPERATION		
3	(A) OPER. EXPENSE	1,900	1,900
4	(B) CONF. & TRAVEL	1,200	1,200
5	(C) PROF. FEES	0	0
6	(D) CAP. OUTLAY	0	0
7	(E) DATA PROC.	0	0
8	(02) VIOLENT OFFENDER INCARCERATION	<u>6,500,000</u>	<u>6,500,000</u>
9	TOTAL AMOUNT APPROPRIATED	<u>\$ 6,503,100</u>	<u>\$ 6,503,100</u>

10

11 SECTION 9. APPROPRIATION - FEDERAL - VICTIMS OF CRIME JUSTICE ASSISTANCE.
 12 There is hereby appropriated, to the Department of Finance and Administration
 13 - Management Services Division, to be payable from the federal funds as
 14 designated by the Chief Fiscal Officer of the State, for operating expenses
 15 and administration of federal funds received through the federal Victims of
 16 Crime Act, Stop Violence Against Women Act, and the Family Violence
 17 Prevention and Services Act of the Department of Finance and Administration -
 18 Management Services Division - Victims of Crime Justice Assistance for the
 19 biennial period ending June 30, 2003, the following:

20

21	ITEM	FISCAL YEARS	
22	NO.	2001-2002	2002-2003
23	(01) MAINT. & GEN. OPERATION		
24	(A) OPER. EXPENSE	125,000	125,000
25	(B) CONF. & TRAVEL	11,719	11,719
26	(C) PROF. FEES	74,219	74,219
27	(D) CAP. OUTLAY	0	0
28	(E) DATA PROC.	0	0
29	(02) GRANTS/AIDS - STATEWIDE VIOLENCE		
30	PREVENTION ACTIVITIES	12,134,375	12,134,375
31	(03) REFUNDS/REIMBURSEMENTS	<u>78,125</u>	<u>78,125</u>
32	TOTAL AMOUNT APPROPRIATED	<u>\$ 12,423,438</u>	<u>\$ 12,423,438</u>

33

34 SECTION 10. APPROPRIATION - PERSONNEL MANAGEMENT - EMPLOYEE AWARDS. There
 35 is hereby appropriated, to the Department of Finance and Administration -
 36 Management Services Division, to be payable from the State Central Services

1 Fund, for operating expenses and awards to state employees as authorized
 2 through the Employee Suggestion System beginning at Arkansas Code 21-11-101
 3 for the biennial period ending June 30, 2003, the following:

ITEM NO.	FISCAL YEARS	
	2001-2002	2002-2003
(01) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSE	4,951	4,951
(B) CONF. & TRAVEL	0	0
(C) PROF. FEES	0	0
(D) CAP. OUTLAY	0	0
(E) DATA PROC.	0	0
(02) EMPLOYEE AWARDS	<u>27,329</u>	<u>27,329</u>
TOTAL AMOUNT APPROPRIATED	<u>\$ 32,280</u>	<u>\$ 32,280</u>

16 SECTION 11. APPROPRIATION - DRUG LAW ENFORCEMENT PROGRAM - STATE. There is
 17 hereby appropriated, to the Department of Finance and Administration -
 18 Management Services Division, to be payable from the State General Services
 19 Fund Account, for grants-in-aid to state agencies and local governments for
 20 matching funds to implement approved programs through the Federal Drug Law
 21 Enforcement Program for the biennial period ending June 30, 2003, the
 22 following:

ITEM NO.	FISCAL YEARS	
	2001-2002	2002-2003
(01) DRUG LAW ENFORCEMENT PROGRAM	<u>\$ 1,185,000</u>	<u>\$ 1,185,000</u>

28 SECTION 12. APPROPRIATION - DRUG LAW ENFORCEMENT PROGRAM - FEDERAL. There
 29 is hereby appropriated, to the Department of Finance and Administration -
 30 Management Services Division, to be payable from the federal funds as
 31 designated by the Chief Fiscal Officer of the State, for personal services,
 32 operating expenses and distribution of federal funds to state agencies and
 33 local governments under the Drug Law Enforcement Program of the Department of
 34 Finance and Administration - Management Services Division - Drug Law
 35 Enforcement for the biennial period ending June 30, 2003, the following:

ITEM NO.	FISCAL YEARS	
	2001-2002	2002-2003
(01) REGULAR SALARIES	\$ 191,997	\$ 196,990
(02) PERSONAL SERV MATCHING	49,460	50,357
(03) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSE	29,505	29,505
(B) CONF. & TRAVEL	3,500	3,500
(C) PROF. FEES	130,000	130,000
(D) CAP. OUTLAY	0	0
(E) DATA PROC.	6,000	6,000
(04) GRANTS/AIDS - DRUG ENFORCEMENT & PROSECUTION/ CRIME PREVENTION/ JUVENILE CRIME REDUCTION/ VIOLENT CRIME PROSECUTION & DEFENSE	9,000,000	9,000,000
(05) REIMBURSEMENTS AND REFUNDS	<u>200,000</u>	<u>200,000</u>
TOTAL AMOUNT APPROPRIATED	<u>\$ 9,610,462</u>	<u>\$ 9,616,352</u>

SECTION 13. EXTRA HELP - MARKETING AND REDISTRIBUTION. There is hereby authorized, for the Department of Finance and Administration - Management Services Division - Marketing and Redistribution for the 2001-2003 biennium, the following maximum number of part-time or temporary employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: one (1) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, or this act for the appropriate classification.

SECTION 14. APPROPRIATION - MARKETING AND REDISTRIBUTION. There is hereby appropriated, to the Department of Finance and Administration - Management Services Division, to be payable from the Property Sales Holding Fund, for personal services and operating expenses of the Department of Finance and Administration - Management Services Division - Marketing and Redistribution for the biennial period ending June 30, 2003, the following:

ITEM NO.	FISCAL YEARS	
	2001-2002	2002-2003
(01) REGULAR SALARIES	\$ 402,396	\$ 412,860
(02) EXTRA HELP	5,000	5,000

1	(03) PERSONAL SERV MATCHING	120,400	122,288
2	(04) MAINT. & GEN. OPERATION		
3	(A) OPER. EXPENSE	71,405	71,405
4	(B) CONF. & TRAVEL	1,000	1,000
5	(C) PROF. FEES	0	0
6	(D) CAP. OUTLAY	22,000	20,000
7	(E) DATA PROC.	0	0
8	(05) UNANTICIPATED REPAIRS	500,000	500,000
9	(06) PURCHASE DATA PROCESSING	<u>24,000</u>	<u>24,000</u>
10	TOTAL AMOUNT APPROPRIATED	<u>\$ 1,146,201</u>	<u>\$ 1,156,553</u>

11

12 SECTION 15. APPROPRIATION - MESSENGER SERVICES. There is hereby
 13 appropriated, to the Department of Finance and Administration - Management
 14 Services Division, to be payable from the State Central Services Fund, for
 15 operating expenses of the Department of Finance and Administration -
 16 Management Services Division - Messenger Services for the biennial period
 17 ending June 30, 2003, the following:

18

19	ITEM	FISCAL YEARS	
20	<u>NO.</u>	<u>2001-2002</u>	<u>2002-2003</u>
21	(01) MAINT. & GEN. OPERATION		
22	(A) OPER. EXPENSE	161,200	177,320
23	(B) CONF. & TRAVEL	0	0
24	(C) PROF. FEES	0	0
25	(D) CAP. OUTLAY	0	0
26	(E) DATA PROC.	<u>0</u>	<u>0</u>
27	TOTAL AMOUNT APPROPRIATED	<u>\$ 161,200</u>	<u>\$ 177,320</u>

28

29 SECTION 16. EXTRA HELP - QUICK COPY. There is hereby authorized, for the
 30 Department of Finance and Administration - Management Services Division -
 31 Quick Copy for the 2001-2003 biennium, the following maximum number of part-
 32 time or temporary employees, to be known as "Extra Help", payable from funds
 33 appropriated herein for such purposes: three (3) temporary or part-time
 34 employees, when needed, at rates of pay not to exceed those provided in the
 35 Uniform Classification and Compensation Act, or its successor, or this act
 36 for the appropriate classification.

SECTION 17. APPROPRIATION - QUICK COPY SERVICE CENTER. There is hereby appropriated, to the Department of Finance and Administration - Management Services Division, to be payable from the Quick Copy Service Center Revolving Fund, for personal services and operating expenses of the Department of Finance and Administration - Management Services Division - Quick Copy for the biennial period ending June 30, 2003, the following:

ITEM NO.	FISCAL YEARS	
	2001-2002	2002-2003
(01) REGULAR SALARIES	\$ 104,362	\$ 107,075
(02) EXTRA HELP	10,000	10,000
(03) PERSONAL SERV MATCHING	31,447	31,937
(04) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSE	318,600	318,600
(B) CONF. & TRAVEL	6,000	6,000
(C) PROF. FEES	0	0
(D) CAP. OUTLAY	0	0
(E) DATA PROC.	0	0
(05) REFUNDS/REIMBURSEMENTS	<u>10,000</u>	<u>10,000</u>
TOTAL AMOUNT APPROPRIATED	<u>\$ 480,409</u>	<u>\$ 483,612</u>

SECTION 18. APPROPRIATION - EMPLOYEE BENEFITS DIVISION. There is hereby appropriated, to the Department of Finance and Administration - Management Services Division - Employee Benefits Division, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Finance and Administration - Management Services Division for the biennial period ending June 30, 2003, the following:

ITEM NO.	FISCAL YEARS	
	2001-2002	2002-2003
(01) REGULAR SALARIES	\$ 1,113,825	\$ 1,142,781
(02) PERSONAL SERV MATCHING	309,807	315,024
(03) OVERTIME	12,000	12,000
(04) MAINT. & GEN. OPERATION		
(A) OPER. EXPENSE	624,375	624,375

1	(B) CONF. & TRAVEL	9,000	9,000
2	(C) PROF. FEES	425,000	425,000
3	(D) CAP. OUTLAY	10,000	10,000
4	(E) DATA PROC.	<u>0</u>	<u>0</u>
5	TOTAL AMOUNT APPROPRIATED	<u>\$ 2,504,007</u>	<u>\$ 2,538,180</u>

6
 7 SECTION 19. APPROPRIATION - DATA PROCESSING. There is hereby appropriated,
 8 to the Department of Finance and Administration - Management Services
 9 Division, to be payable from the State Central Services Fund, for costs for
 10 data processing, development, enhancement and operation of automated systems
 11 for the various offices of the Department of Finance and Administration -
 12 Management Services Division for the biennial period ending June 30, 2003,
 13 the following:

14			
15	ITEM	FISCAL YEARS	
16	<u>NO.</u>	<u>2001-2002</u>	<u>2002-2003</u>
17	(01) DATA PROCESSING SERVICES	<u>\$ 1,819,090</u>	<u>\$ 1,819,090</u>

18
 19 SECTION 20. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE
 20 NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. LEGISLATIVE
 21 STAFF CONSULTATION. The Department of Finance and Administration shall consult
 22 with the Legislative auditor and the director of budget function of the Bureau
 23 of Legislative Research throughout each stage of planning and implementation
 24 for any new statewide accounting system. This required consultation and
 25 involvement is to insure that those capabilities to provide the required
 26 services to members and committees of the General Assembly are incorporated
 27 into the system. The provisions of this section shall be in effect only from
 28 July 1, 2001 through June 30, 2003.

29
 30 SECTION 21. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
 31 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. MATCHING
 32 FUNDS. The funds appropriated in this Act for Drug Law Enforcement Matching
 33 Grants shall be used for matching funds for administering the Federal Grants
 34 provided in this Act for the Federal Drug Law Enforcement Program. The
 35 Department of Finance and Administration - Management Services Division is
 36 hereby authorized to call upon all state agencies to assist in the

1 implementation of the Drug Law Enforcement and Violent Crime Program. The
2 funds appropriated in this Act for Drug Law Enforcement Matching Grants shall
3 be used to provide one hundred percent (100%) of the required matching funds
4 for state agencies and to provide up to sixty percent (60%) of the required
5 matching funds for local governments. Such funds and appropriation shall be
6 transferred to eligible state agencies or paid to local governments to be
7 used solely for matching federal funds for administration of the Drug Law
8 Enforcement and Violent Crime Program in such amounts as determined by the
9 Arkansas Alcohol and Drug Abuse Coordinating Council or other oversight
10 agency as designated by the Governor.

11 Any unexpended balances in appropriation and funds provided for Drug
12 Law Enforcement Matching Grants in this act remaining on June 30, ~~2000~~ 2002,
13 may be carried forward and used for the same purpose during the fiscal year
14 ending June 30, ~~2001~~ 2003. The provisions of this section shall be in
15 effect only from July 1, 2001 through June 30, 2003.

16

17 SECTION 22. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
18 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. CARRY
19 FORWARD PROVISION. Any savings in the various classifications of Maintenance
20 and Operation appropriations provided for the Management Services Division
21 during the fiscal year ending June 30, ~~2000~~ 2002, will be carried forward for
22 budget preparation required for presentation to the Legislative Council or
23 Joint Budget Committee. A like amount of funding will be carried forward in
24 the appropriate fund account. A report of such balances carried forward will
25 be made to the Legislative Council or the Joint Budget Committee. The
26 provisions of this section shall be in effect only from July 1, 2001 through
27 June 30, 2003.

28

29 SECTION 23. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
30 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. TRANSFER
31 OF FUNDS. In order that the Department of Finance and Administration may
32 ensure efficient and effective messenger service, whether it be with state
33 employees or private vendors, the Department is hereby authorized to transfer
34 between the characters of Maintenance and Operation, Regular Salaries and
35 Personal Services Matching, amounts as deemed necessary to provide said
36 service. The provisions of this section shall be in effect only from July 1,

1 2001 through June 30, 2003.

2

3 SECTION 24. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
4 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. DATA
5 PROCESSING SERVICES - CARRY FORWARD PROVISION. The unexpended balances in the
6 appropriation provided in Item (01) of Section 19 remaining on June 30, ~~2000~~
7 2002, shall be made available and used for the same purpose during the fiscal
8 year ending June 30, ~~2004~~ 2003. Like amounts of funding will be carried
9 forward in the appropriate fund account. A report of such balances carried
10 forward will be made to the Legislative Council or the Joint Budget
11 Committee. The provisions of this section shall be in effect only from July
12 1, 2001 through June 30, 2003.

13

14 SECTION 25. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
15 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. In the
16 event the monies available in the Property Sale Holding Fund are not adequate
17 during any month of each year of the fiscal biennium, to meet the payroll
18 commitments of the Department of Finance and Administration - Management
19 Services Division - Marketing and Redistribution, for Regular Salaries and
20 Personal Services Matching, the Chief Fiscal Officer of the State is hereby
21 authorized to make loans, from time to time as needed, from the Budget
22 Stabilization Trust Fund to the Property Sale Holding Fund to provide the
23 monies required to meet the payroll and Personal Services Matching
24 requirements for any such month. Provided that, if, at the end of each
25 fiscal year, the Property Sale Holding Fund did not receive sufficient income
26 to repay the entire amount of any such monies borrowed from the Budget
27 Stabilization Trust Fund for the purposes, as authorized herein, the Chief
28 Fiscal Officer of the State is hereby authorized to transfer from the State
29 Central Services Fund such amount as is necessary to reimburse the Budget
30 Stabilization Trust Fund in behalf of loans made to the Property Sale Holding
31 Fund to reimburse the Budget Stabilization Trust Fund for the amount of any
32 such loan remaining unpaid at the end of each fiscal year. The provisions of
33 this section shall be in effect only from July 1, 2001 through June 30, 2003.

34

35 SECTION 26. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
36 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW.

1 GUIDELINES FOR ADVISORY COMMISSIONS. Where advisory bodies are specified by
2 state or federal legislation or guidelines to act in conjunction with the
3 entity or organization designated to administer funds of the Victims of Crime
4 Act (VOCA), the STOP Violence Against Women Act (VAWA), and the Family
5 Violence Prevention and Services Act (FVPSA), the duties and protocol of
6 those advisory bodies, as well as responsibilities of the state
7 administrative agency, shall include, but not be limited to the following:

8
9 (1) Advisory bodies shall develop and finalize a Request For Proposal
10 activity calendar, in a cooperative effort with the state administrative
11 agency, six (6) months prior to the start of the upcoming funding cycle.

12
13 (a) Advisory bodies shall establish procedures and dates, in a
14 cooperative effort with the state administrative agency, for review of
15 subgrant funding applications for each funding cycle. The state
16 administrative agency shall provide copies of subgrant applications submitted
17 for review to each member of the relevant advisory body.

18
19 (b) Advisory bodies shall meet, in a cooperative effort with the state
20 administrative agency, to review and advise the state administrative agency
21 on subgrant application forms for each upcoming subgrant funding cycle no
22 later than thirty (30) days prior to the scheduled date of mailing of
23 application forms. The state administrative agency shall provide drafts of
24 all necessary subgrant application forms to each member of the relevant
25 advisory boards as required for the joint and cooperative review processes.

26
27 (c) Advisory bodies shall establish a specified number of days, in
28 cooperation with the state administrative agency, that potential applicants
29 will be given to submit completed subgrant funding applications, from the
30 time application forms are ready for distribution, and establish deadlines,
31 in cooperation with the state administrative agency, for receiving subgrant
32 applications.

33
34 (d) Advisory bodies shall establish dates, in cooperation with the state
35 administrative agency, of subgrant application technical assistance training
36 sessions recommended by the advisory body.

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(e) Advisory bodies shall develop, in cooperative effort with the state administrative agency, subgrant applicant appeal process procedures.

(2) Each advisory body member shall be provided copies of current federal and state guidelines, and formal interpretations by the state administrative agency.

(3) Advisory bodies shall review each subgrant application and advise the state administrative agency on recommended funding amounts for each subgrant project.

(4) Applications, guidelines, and other forms shall be made available to the advisory committee on computer diskette, or other electronic media by the state administrative agency.

(5) Quarterly reports by the designated state administrative agency, which reflect subgrantee and administrative financial activity, will be given to the chairperson of each separate advisory body and to the Governor within ten (10) working days of the completion of such reports.

(6) Within ninety (90) days following the start of a subgrant funding cycle, each respective advisory body, in cooperation with the state administrative agency, shall jointly convene separate focus groups made up of a representative sample of those programs or individuals who applied for funds through the VOCA, VAWA or FVPSA Grant Programs in the most recent funding cycle. These meetings are for the purpose of evaluating the effectiveness and responsiveness of the application, application review and funding recommendation process, in order to maintain the integrity of those processes. Reports of these meetings shall be given to the chairperson of each separate advisory body and to the Governor within ten (10) working days of the completion of such meetings.

It is intended that this language reflect the requirement that the designated advisory bodies identified above, and designated state administrative agency act in a cooperative, supportive and responsive role in the processes

1 outlined above. The provisions of this section shall be in effect only from
2 July 1, 2001 through June 30, 2003.

3
4 SECTION 27. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
5 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW.
6 CONTINGENCY RESTRICTION. Expenditures shall not be made from the Marketing
7 and Redistri buti on Unanti cipated Repairs Appropri ation Character unless
8 approved by the Chief Fiscal Officer of the State. The provisions of this
9 section shall be in effect only from July 1, 2001 through June 30, 2003.

10
11 SECTION 28. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE
12 NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. APPROPRIATION
13 TRANSFER.

14 (a) Upon determi nation by the Di rector of the Department of Finance and
15 Admi ni strati on that transfers wi thin the Department is necessary for the
16 effi cient and effective operation of the Department, the Di rector, wi th
17 approval of the Governor and Arkansas Legi slati ve Council or Joi nt Budget
18 Commi ttee, shall have the authority to transfer posi tions and appropri ations
19 wi thin or between existi ng and newl y created di visi ons, offi ces, secti ons, or
20 uni ts of the Department. If it is determi ned that the requested transfer
21 shoul d be made, the Chi ef Fi scal Offi cer of the State shall then ini ti ate the
22 necessa ry transfer documents to reflect the transfers upon the fi scal records
23 of the State Treasurer, the State Audi tor, the Chi ef Fi scal Offi cer of the
24 State, and the Department of Finance and Admi ni strati on.

25 (b) Determi ning the maxi mum number of employe es and the maxi mum amount of
26 appropri ation and general revenue fundi ng for a state agency each fi scal year
27 is the prerogati ve of the General Assembly. Thi s is usual ly accompli shed by
28 deli neati ng such maxi mums in the appropri ation act(s) for a state agency and
29 the general revenue al locati ons authori zed for each fund and fund account by
30 amendme nt to the Revenue Stabi lization Law. Further, the General Assembly has
31 determi ned that the Department of Finance and Admi ni strati on may operate more
32 effi ciently if some flexi bility is provided to the Department of Finance and
33 Admi ni strati on authori zing broad powers under the Appropri ation Transfer
34 provi sions herein. Therefore, it is both necessary and appropri ate that the
35 General Assembly mai ntain oversight by requiri ng pri or approval of the Arkansas
36 Legi slati ve Council or Joi nt Budget Commi ttee as provided by thi s secti on. The

1 requirement of approval by the
2 Arkansas Legislative Council or Joint Budget Committee is not a severable part
3 of this section. If the requirement of approval by the Arkansas Legislative
4 Council or Joint Budget Committee is ruled unconstitutional by a court
5 jurisdiction, this entire section is void. The provisions of this section
6 shall be in effect only from July 1, 2001 through June 30, 2003.

7
8 SECTION 29. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED
9 SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. FUND BALANCES. (A) For all
10 appropriations as provided in this Act, the agency disbursing officer shall
11 monitor the level of fund balances in relation to expenditures on a monthly
12 basis. If any proposed expenditures would cause a fund balance to decline to
13 less than fifty percent (50%) of the balance available on July 1, 2001, the
14 disbursing officer shall immediately notify the executive head of the agency.
15 Prior to any obligations being made under these circumstances, the agency
16 head shall file written documentation with the Chief Fiscal Officer of the
17 State requesting approval of the expenditures. Such documentation shall
18 provide sufficient financial data to justify the expenditures and shall
19 include the following:

- 20 1) a plan that clearly indicates the specific fiscal impact of such
21 expenditures on the fund balance.
- 22 2) information clearly indicating and explaining what programs would be cut
23 or any other measures to be taken by the agency to restore the fund balance.
- 24 3) the extent to which any of the planned expenditures are for one-time costs
25 or one-time purchase of capitalized items.
- 26 4) a statement certifying that the expenditure of fund balances will not
27 jeopardize the financial health of the agency, nor result in a permanent
28 depletion of the fund balance.

29 (B) The Chief Fiscal Officer of the State shall review the request and
30 approve or disapprove all or any part of the request , after having sought
31 prior review by the Legislative Council.

32
33 SECTION 30. COMPLIANCE WITH OTHER LAWS. Disbursement of funds authorized
34 by this act shall be limited to the appropriation for such agency and funds
35 made available by law for the support of such appropriations; and the
36 restrictions of the State Purchasing Law, the General Accounting and

1 Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary
2 Procedures and Restrictions Act, or their successors, and other fiscal
3 control laws of this State, where applicable, and regulations promulgated by
4 the Department of Finance and Administration, as authorized by law, shall be
5 strictly complied with in disbursement of said funds.

6
7 SECTION 31. LEGISLATIVE INTENT. It is the intent of the General Assembly
8 that any funds disbursed under the authority of the appropriations contained
9 in this act shall be in compliance with the stated reasons for which this act
10 was adopted, as evidenced by the Agency Requests, Executive Recommendations
11 and Legislative Recommendations contained in the budget manuals prepared by
12 the Department of Finance and Administration, letters, or summarized oral
13 testimony in the official minutes of the Arkansas Legislative Council or
14 Joint Budget Committee which relate to its passage and adoption.

15
16 SECTION 32. EMERGENCY CLAUSE. It is found and determined by the General
17 Assembly, that the Constitution of the State of Arkansas prohibits the
18 appropriation of funds for more than a two (2) year period; that the
19 effectiveness of this Act on July 1, 2001 is essential to the operation of
20 the agency for which the appropriations in this Act are provided, and that in
21 the event of an extension of the Regular Session, the delay in the effective
22 date of this Act beyond July 1, 2001 could work irreparable harm upon the
23 proper administration and provision of essential governmental programs.
24 Therefore, an emergency is hereby declared to exist and this Act being
25 necessary for the immediate preservation of the public peace, health and
26 safety shall be in full force and effect from and after July 1, 2001.