

1 State of Arkansas
2 93rd General Assembly
3 Regular Session, 2021
4

As Engrossed: S3/15/21

A Bill

SENATE BILL 68

5 By: Joint Budget Committee
6

For An Act To Be Entitled

8 AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES
9 AND OPERATING EXPENSES FOR THE DEPARTMENT OF
10 TRANSFORMATION AND SHARED SERVICES FOR THE FISCAL
11 YEAR ENDING JUNE 30, 2022; AND FOR OTHER PURPOSES.
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Subtitle

14 AN ACT FOR THE DEPARTMENT OF
15 TRANSFORMATION AND SHARED SERVICES
16 APPROPRIATION FOR THE 2021-2022 FISCAL
17 YEAR.
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21 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:
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23 SECTION 1. REGULAR SALARIES - SECRETARY'S OFFICE. There is hereby
24 established for the Department of Transformation and Shared Services for the
25 2021-2022 fiscal year, the following maximum number of regular employees.
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Item	Class		Maximum	Maximum Annual
No.	Code	Title	No. of	Salary Rate
			Employees	Fiscal Year
				2021-2022
31	(1)	SC014 SEC OF TRANSFORMATION & SHARED SVCS	1	GRADE SE05
32	(2)	U061U TSS CHIEF OF STAFF	1	GRADE SE03
33	(3)	G307C TSS LEGAL COUNSEL	1	GRADE GS15
34	(4)	R051C TSS STATEWIDE PROGRAM MANAGER	1	GRADE GS13
35	(5)	R028C TSS STATEWIDE PAYROLL SYS SPECIALIST	<u>1</u>	GRADE GS08
36		MAX. NO. OF EMPLOYEES	5	



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SECTION 2. APPROPRIATION - SECRETARY'S OFFICE. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services for the fiscal year ending June 30, 2022, the following:

ITEM	FISCAL YEAR
NO.	2021-2022
(01) REGULAR SALARIES	\$560,868
(02) PERSONAL SERVICES MATCHING	152,030
(03) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	0
(B) CONF. & TRAVEL	0
(C) PROF. FEES	0
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$712,898</u></u>

SECTION 3. REGULAR SALARIES - SHARED SERVICES - ADMINISTRATION. There is hereby established for the Department of Transformation and Shared Services for the 2021-2022 fiscal year, the following maximum number of regular employees.

Item	Class	Maximum	Maximum Annual
No.	Code	No. of	Salary Rate
			Fiscal Year
			2021-2022
(1)	G293C	TSS CHIEF GENERAL COUNSEL	1 GRADE SE01
(2)	D006N	STATE SYSTEMS ARCHITECT	1 GRADE IT10
(3)	D136C	TSS IT PROJECT MANAGER DIRECTOR	1 GRADE IT10
(4)	D038C	SENIOR SOFTWARE SUPPORT ANALYST	1 GRADE IT06
(5)	D142C	TSS ERP ANALYST	1 GRADE IT06
(6)	D052C	SOFTWARE SUPPORT ANALYST	1 GRADE IT05
(7)	R001C	TSS ASST PERSONNEL ADMINISTRATOR	1 GRADE GS15
(8)	V001C	TSS ASST PROCUREMENT ADMINISTRATOR	1 GRADE GS15

1	(9)	G306C TSS CHIEF ADMINISTRATIVE OFFICER	1	GRADE GS15
2	(10)	N207N TSS CHIEF PRIVACY OFFICER	1	GRADE GS15
3	(11)	A010C AGENCY CONTROLLER II	1	GRADE GS13
4	(12)	R051C TSS STATEWIDE PROGRAM MANAGER	1	GRADE GS13
5	(13)	G047C ATTORNEY SPECIALIST	1	GRADE GS11
6	(14)	G076C ADMINISTRATIVE SERVICES MANAGER	1	GRADE GS10
7	(15)	A038C FISCAL SUPPORT MANAGER	1	GRADE GS09
8	(16)	A082C ACCOUNTANT II	1	GRADE GS08
9	(17)	V035C TSS STATEWIDE PROCUREMENT SPECIALIST	1	GRADE GS08
10	(18)	A065C PAYROLL SERVICES COORDINATOR	1	GRADE GS07
11	(19)	C037C ADMINISTRATIVE ANALYST	1	GRADE GS06
12	(20)	R025C HUMAN RESOURCES ANALYST	1	GRADE GS06
13	(21)	V040C TSS BUYER	2	GRADE GS06
14	(22)	C056C ADMINISTRATIVE SPECIALIST III	1	GRADE GS04
15	(23)	A098C FISCAL SUPPORT SPECIALIST	1	GRADE GS04
16		MAX. NO. OF EMPLOYEES	23	

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18 SECTION 4. APPROPRIATION - SHARED SERVICES - ADMINISTRATION. There is
 19 hereby appropriated, to the Department of Transformation and Shared Services,
 20 to be payable from the State Central Services Fund, for personal services and
 21 operating expenses of the Department of Transformation and Shared Services
 22 for the fiscal year ending June 30, 2022, the following:

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24	ITEM	FISCAL YEAR
25	<u>NO.</u>	<u>2021-2022</u>
26	(01) REGULAR SALARIES	\$1,521,448
27	(02) PERSONAL SERVICES MATCHING	474,948
28	(03) MAINT. & GEN. OPERATION	
29	(A) OPER. EXPENSE	875,000
30	(B) CONF. & TRAVEL	25,000
31	(C) PROF. FEES	100,000
32	(D) CAP. OUTLAY	0
33	(E) DATA PROC.	<u>0</u>
34	TOTAL AMOUNT APPROPRIATED	<u>\$2,996,396</u>

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36 SECTION 5. REGULAR SALARIES - STATEWIDE SHARED SERVICES. There is

1 hereby established for the Department of Transformation and Shared Services
 2 for the 2021-2022 fiscal year, the following maximum number of regular
 3 employees.

Item	Class	Maximum	Maximum Annual
No.	Code Title	No. of	Salary Rate
		Employees	Fiscal Year
			2021-2022
9	(1) N036N TSS EBD DIRECTOR	1	GRADE SE02
10	(2) N032N TSS OPM DIRECTOR	1	GRADE SE02
11	(3) N031N TSS OSP DIRECTOR	1	GRADE SE02
12	(4) D012N TSS DEPUTY ADMINISTRATOR	1	GRADE SE01
13	(5) L038C REGISTERED NURSE	1	GRADE MP01
14	(6) D141C TSS ERP SYSTEM MANAGER	1	GRADE IT09
15	(7) D142C TSS ERP ANALYST	1	GRADE IT06
16	(8) R003C TSS ASST EBD ADMINISTRATOR	1	GRADE GS15
17	(9) R001C TSS ASST PERSONNEL ADMINISTRATOR	1	GRADE GS15
18	(10) V001C TSS ASST PROCUREMENT ADMINISTRATOR	1	GRADE GS15
19	(11) R051C TSS STATEWIDE PROGRAM MANAGER	2	GRADE GS13
20	(12) V003C TSS PROCUREMENT DIVISION MANAGER	2	GRADE GS12
21	(13) G047C ATTORNEY SPECIALIST	1	GRADE GS11
22	(14) R052C TSS STATEWIDE PROGRAM COORDINATOR	13	GRADE GS11
23	(15) X038C QUALITY ASSURANCE MANAGER	1	GRADE GS09
24	(16) V034C TSS STATEWIDE PROCUREMENT COORD	7	GRADE GS09
25	(17) R053C TSS STATEWIDE PROGRAM SPECIALIST	8	GRADE GS09
26	(18) A041C PROGRAM FISCAL MANAGER	1	GRADE GS08
27	(19) X062C QUALITY ASSURANCE COORDINATOR	1	GRADE GS08
28	(20) R028C TSS STATEWIDE PAYROLL SYS SPECIALIST	2	GRADE GS08
29	(21) V035C TSS STATEWIDE PROCUREMENT SPECIALIST	17	GRADE GS08
30	(22) C010C EXECUTIVE ASSISTANT TO THE DIRECTOR	1	GRADE GS07
31	(23) P013C PUBLIC INFORMATION COORDINATOR	2	GRADE GS07
32	(24) R018C TSS EBD PROGRAM SUPERVISOR	3	GRADE GS07
33	(25) C037C ADMINISTRATIVE ANALYST	1	GRADE GS06
34	(26) R022C BENEFITS COORDINATOR	1	GRADE GS06
35	(27) A074C FISCAL SUPPORT SUPERVISOR	1	GRADE GS06
36	(28) M066C PROGRAM ELIGIBILITY SPECIALIST	1	GRADE GS06

1	(29) B076C RESEARCH PROJECT ANALYST	7	GRADE GS06
2	(30) V040C TSS BUYER	1	GRADE GS06
3	(31) R034C TSS EBD BENEFITS SPECIALIST	13	GRADE GS06
4	(32) V033C TSS OSP SURPLUS PROPERTY SUPERVISOR	1	GRADE GS06
5	(33) R033C BENEFITS ANALYST	14	GRADE GS05
6	(34) A091C FISCAL SUPPORT ANALYST	1	GRADE GS05
7	(35) C057C ADMINISTRATION SUPPORT SPECIALIST	1	GRADE GS04
8	(36) C056C ADMINISTRATIVE SPECIALIST III	4	GRADE GS04
9	(37) A098C FISCAL SUPPORT SPECIALIST	1	GRADE GS04
10	(38) V021C SURPLUS PROPERTY AGENT	11	GRADE GS04
11	(39) C073C ADMINISTRATIVE SPECIALIST II	<u>6</u>	GRADE GS03
12	MAX. NO. OF EMPLOYEES	133	

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14 SECTION 6. EXTRA HELP - STATEWIDE SHARED SERVICES. There is hereby
 15 authorized, for the Department of Transformation and Shared Services -
 16 Statewide Shared Services for the 2021-2022 fiscal year, the following
 17 maximum number of part-time or temporary employees, to be known as "Extra
 18 Help", payable from funds appropriated herein for such purposes: ten (10)
 19 temporary or part-time employees, when needed, at rates of pay not to exceed
 20 those provided in the Uniform Classification and Compensation Act, or its
 21 successor, or this act for the appropriate classification.

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23 SECTION 7. APPROPRIATION - STATEWIDE SHARED SERVICES - OFFICES OF
 24 PERSONNEL MANAGEMENT AND STATE PROCUREMENT OPERATIONS. There is hereby
 25 appropriated, to the Department of Transformation and Shared Services, to be
 26 payable from the State Central Services Fund, for personal services and
 27 operating expenses of the Department of Transformation and Shared Services -
 28 Statewide Shared Services - Offices of Personnel Management and State
 29 Procurement Operations for the fiscal year ending June 30, 2022, the
 30 following:

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32	ITEM	FISCAL YEAR
33	<u>NO.</u>	<u>2021-2022</u>
34	(01) REGULAR SALARIES	\$3,904,160
35	(02) EXTRA HELP	11,512
36	(03) PERSONAL SERVICES MATCHING	1,254,064

1	(04) MAINT. & GEN. OPERATION	
2	(A) OPER. EXPENSE	426,500
3	(B) CONF. & TRAVEL	17,600
4	(C) PROF. FEES	8,500
5	(D) CAP. OUTLAY	0
6	(E) DATA PROC.	<u>0</u>
7	TOTAL AMOUNT APPROPRIATED	<u><u>\$5,622,336</u></u>

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9 SECTION 8. APPROPRIATION - STATEWIDE SHARED SERVICES - EMPLOYEE

10 BENEFITS DIVISION OPERATIONS. There is hereby appropriated, to the
 11 Department of Transformation and Shared Services, to be payable from the
 12 State Central Services Fund, for personal services and operating expenses of
 13 the Department of Transformation and Shared Services - Statewide Shared
 14 Services - Employee Benefits Division - Operations for the fiscal year ending
 15 June 30, 2022, the following:

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17	ITEM	FISCAL YEAR
18	<u>NO.</u>	<u>2021-2022</u>
19	(01) REGULAR SALARIES	\$1,375,237
20	(02) PERSONAL SERVICES MATCHING	462,842
21	(03) OVERTIME	5,000
22	(04) MAINT. & GEN. OPERATION	
23	(A) OPER. EXPENSE	1,130,172
24	(B) CONF. & TRAVEL	4,000
25	(C) PROF. FEES	54,089
26	(D) CAP. OUTLAY	0
27	(E) DATA PROC.	<u>0</u>
28	TOTAL AMOUNT APPROPRIATED	<u><u>\$3,031,340</u></u>

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30 SECTION 9. APPROPRIATION - STATEWIDE SHARED SERVICES - MISCELLANEOUS

31 CASH. There is hereby appropriated, to the Department of Transformation and
 32 Shared Services, to be payable from the cash fund deposited in the State
 33 Treasury as determined by the Chief Fiscal Officer of the State, for personal
 34 services and operating expenses of the Department of Transformation and
 35 Shared Services - Statewide Shared Services - Miscellaneous Cash for the
 36 fiscal year ending June 30, 2022, the following:

ITEM	FISCAL YEAR
NO.	2021-2022
(01) REGULAR SALARIES	\$824,230
(02) EXTRA HELP	100,000
(03) PERSONAL SERVICES MATCHING	318,127
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	853,222
(B) CONF. & TRAVEL	71,800
(C) PROF. FEES	20,000
(D) CAP. OUTLAY	0
(E) DATA PROC.	0
(05) REFUNDS/REIMBURSEMENTS	717,700
(06) EXTERNAL CONSULTANT CONTRACTS	<u>1,500,000</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$4,405,079</u></u>

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SECTION 10. APPROPRIATION - STATEWIDE SHARED SERVICES - MARKETING AND REDISTRIBUTION. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the Property Sales Holding Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Marketing and Redistribution for the fiscal year ending June 30, 2022, the following:

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ITEM	FISCAL YEAR
NO.	2021-2022
(01) REGULAR SALARIES	\$651,495
(02) EXTRA HELP	5,000
(03) PERSONAL SERVICES MATCHING	247,232
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	358,605
(B) CONF. & TRAVEL	1,000
(C) PROF. FEES	24,000
(D) CAP. OUTLAY	120,000
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$1,407,332</u></u>

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SECTION 11. APPROPRIATION - STATEWIDE SHARED SERVICES - PURCHASE AND CORPORATE TRAVEL CARD PROGRAM. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the Purchase and Corporate Travel Card Program Fund, for providing appropriation to allow for rebates coming into the State from vendor banks and for distribution to participating agencies and for operating expenses connected with the administration of the program by the Department of Transformation and Shared Services - Statewide Shared Services - Purchase and Corporate Travel Card Program for the fiscal year ending June 30, 2022, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2021-2022</u>
(01) REFUNDS/REIMBURSEMENTS	<u>\$4,000,000</u>

SECTION 12. APPROPRIATION - STATEWIDE SHARED SERVICES - INFORMATION TECHNOLOGY. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for information technology services expenses of the Department of Transformation and Shared Services - Statewide Shared Services for the fiscal year ending June 30, 2022, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2021-2022</u>
(01) INFORMATION TECHNOLOGY SERVICES	<u>\$600,000</u>

SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SHARED SERVICES ADMINISTRATION TRANSFER AUTHORITY.

(a)(1)(A) The Chief Fiscal Officer of the State may create paying accounts on his or her books and on the books of the Treasurer of State and the Auditor of State for the payment of personal services and operating expenses by the Department of Transformation and Shared Services.

(B) Upon prior approval of the Arkansas Legislative Council, or if meeting in Legislative Session the Joint Budget Committee, the Chief Fiscal Officer of the State shall direct the transfer of funds and appropriations to the Shared Services ~~Paying Account~~ -- Administration

1 appropriation section of this act and the transfer of positions to the
2 Regular Salaries – Shared Services ~~- Administration~~ ~~appropriation~~ section of
3 this act on the books of the Treasurer of State, the Auditor of State, and
4 the Chief Fiscal Officer of the State.

5 (2) The transfer authority provided in subdivision (a)(1) of
6 this section for efficiencies and to eliminate duplication of services are
7 limited only to those services that are provided for multiple divisions of a
8 department, including without limitation to administration, human resources,
9 procurement, communications, fleet operations, and information services.

10 (3) The transfer authority provided to the department in
11 subdivision (a)(1) of this section may be used to make transfers only within
12 the department's appropriation act or between other appropriation acts
13 authorized for the department.

14 (b)(1) ~~Each department utilizing the Shared Services Paying Account~~
15 ~~section or Regular Salaries – Shared Services section of this act~~ The
16 Department of Transformation and Shared Services shall submit a report to be
17 included in the Budget Manuals for hearings, conducted by the General
18 Assembly, listing all shared services transfers of positions, funds, and
19 appropriation under this section, which shall be submitted as instructed by
20 the Department of Finance and Administration - Office of Budget for
21 uniformity.

22 (2) A report submitted under subdivision (b)(1) of this section
23 shall include the following:

24 (A) The position number, authorized position title, class
25 code, grade, business area, and name of the division, section, or unit for
26 the position being transferred to the Regular Salaries – Shared Services ~~-~~
27 Administration section of this act; and

28 (B) The fund center, appropriation, appropriation amount,
29 commitment item or items, business area, and name of the division, section,
30 or unit for the fund or appropriation being transferred to the Shared
31 ~~Services Paying Account -- Administration~~ appropriation section of this act.

32 (c)(1) It is the intent of the Ninety-Second General Assembly that the
33 authority under this section to transfer positions is intended for use for the
34 time period prior to Fiscal Year ~~2022~~ 2023 to allow cabinet-level departments
35 to establish a centralized Regular Salaries - Shared Services section, with
36 the recommendation that the position transfer authority granted under this

1 section be discontinued after that time.

2 (2) The Bureau of Legislative Research shall bring the
3 recommendation in subdivision (c)(1) of this section to the attention of the
4 chairs conducting the ~~2021~~ 2022 Regular-Fiscal Session pre-session budget
5 hearings, the chairs of the Special Language Subcommittee, and the members of
6 the Special Language Subcommittee during pre-session budget hearings.

7 (d) Determining the maximum number of employees and the maximum amount
8 of appropriation and general revenue funding for a cabinet-level department
9 each fiscal year is the prerogative of the General Assembly and is usually
10 accomplished by delineating the maximums in the appropriation act or acts and
11 establishing authorized positions and the general revenue allocations
12 authorized for each fund and fund account by amendment to the Revenue
13 Stabilization Law. Further, the General Assembly has determined that the
14 cabinet-level departments created under Acts 2019, No. 910, may operate more
15 efficiently if some flexibility is provided as authorized under this section.
16 Therefore, it is both necessary and appropriate that the General Assembly
17 maintain oversight by requiring prior approval of the Legislative Council or,
18 if the General Assembly is in session, the Joint Budget Committee, as
19 provided by this section. The requirement of approval by the Legislative
20 Council or Joint Budget Committee is not a severable part of this section.
21 If the requirement of approval by the Legislative Council or Joint Budget
22 Committee is ruled unconstitutional by a court of competent jurisdiction,
23 this entire section is void.

24 (e) The provisions of this section shall be in effect from the date of
25 passage through June 30, ~~2021~~ 2022.

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27 SECTION 14. COMPLIANCE WITH OTHER LAWS. Disbursement of funds
28 authorized by this act shall be limited to the appropriation for such agency
29 and funds made available by law for the support of such appropriations; and
30 the restrictions of the State Procurement Law, the General Accounting and
31 Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary
32 Procedures and Restrictions Act, or their successors, and other fiscal
33 control laws of this State, where applicable, and regulations promulgated by
34 the Department of Finance and Administration, as authorized by law, shall be
35 strictly complied with in disbursement of said funds.

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1 SECTION 15. LEGISLATIVE INTENT. It is the intent of the General
2 Assembly that any funds disbursed under the authority of the appropriations
3 contained in this act shall be in compliance with the stated reasons for
4 which this act was adopted, as evidenced by the Agency Requests, Executive
5 Recommendations and Legislative Recommendations contained in the budget
6 manuals prepared by the Department of Finance and Administration, letters, or
7 summarized oral testimony in the official minutes of the Arkansas Legislative
8 Council or Joint Budget Committee which relate to its passage and adoption.
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10 SECTION 16. EMERGENCY CLAUSE. It is found and determined by the
11 General Assembly, that the Constitution of the State of Arkansas prohibits
12 the appropriation of funds for more than a one (1) year period; that the
13 effectiveness of this Act on July 1, 2021 is essential to the operation of
14 the agency for which the appropriations in this Act are provided, and that in
15 the event of an extension of the legislative session, the delay in the
16 effective date of this Act beyond July 1, 2021 could work irreparable harm
17 upon the proper administration and provision of essential governmental
18 programs. Therefore, an emergency is hereby declared to exist and this Act
19 being necessary for the immediate preservation of the public peace, health
20 and safety shall be in full force and effect from and after July 1, 2021.
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22 /s/Joint Budget Committee
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