



Department of Transformation and Shared Services
Governor Asa Hutchinson
Secretary Mitch Rouse
Director Kay Barnhill

December 14, 2022

The Honorable David Wallace, Co-Chairperson
 The Honorable David Hillman, Co-Chairperson
 Uniform Personnel Classification and
 Compensation Plan Subcommittee
 Joint Budget Committee
 State Capitol Building, Room 315
 Little Rock, Arkansas 72201

Dear Senator Wallace and Representative Hillman:

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

DPS is requesting one (1) position from the OPM Surrender Pool established by Arkansas Code Annotated § 21-5-225(a). The classification requested, along with the position being surrendered, are listed below:

POSITIONS SURRENDERED

<u>POSITION NUMBER</u>	<u>TITLE</u>	<u>CLASS CODE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>	<u>DATE VACATED</u>
22169011	Human Resources Administrator	R006C	GS12	\$69,776 - \$101,175	Currently Filled

CLASSIFICATIONS REQUESTED

<u>CLASS CODE</u>	<u>TITLE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
A139C	Chief Fiscal Officer	GS15	\$96,960 - \$140,592

The Honorable David Wallace, Co-Chairperson
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JUSTIFICATION

The current Chief Fiscal Officer (CFO) for the DPS is the lowest graded CFO within the big six departments. This position requires a high-level of complexity due to a \$389,000,000 budget, grants, Arkansas State Police (ASP) Health Plan, and the day-to-day operations of supervising all human resource functions for the department. This request for a higher graded position will allow DPS to be competitive with regards to recruitment and retention of qualified employment candidates.

DPS will surrender a currently filled position of Human Resources Administrator and the incumbent in this position will be moved to the current DPS CFO position. Therefore, the expected increase cost is approximately \$33,436.32 including match and the department advises that the cost can be absorbed through direct funding.

The Office of Personnel Management has reviewed the request and **recommends** approval of one position from the OPM surrender pool.

Your consideration of this request is greatly appreciated.

Sincerely,



Kay Barnhill, Director
Office of Personnel Management



12/2/22

SECRETARY OF TRANSFORMATION & SHARED SERVICES

DATE

1667



State of Arkansas
Governor Asa Hutchinson



DEPARTMENT OF PUBLIC SAFETY

A.J. GARY
SECRETARY

1 State Police Plaza Drive
Little Rock, Arkansas 72209
Office: (501) 682-2260 Fax: (501) 682-1582

21 November 2022

Kay Barnhill
State Personnel Administrator
501 Woodlane Avenue, Suite 205
Little Rock, AR 72201

RE: Pool Position Request

Ms. Barnhill:

The Arkansas Department of Public Safety (DPS) would like to request one position from the OPM pool. Below is a listing of the requested classifications and the costing.

Position Requested				
Position Number	Class Code	Title	Grade	Salary
New	A139C	Chief Fiscal Officer	GS15	\$ 124,189
Position Surrendered				
Position Number	Class Code	Title	Grade	Salary
22169011	R006C	Human Resources Administrator	GS12	\$ 101,175
		Net Increase		\$ 23,014

The DPS CFO is currently the lowest graded CFO position in the big six agencies. Due to the complexity of the budget, grants, ASP Health Plan, and the volume of the day-to-day operations, the department would like to request this higher grade to be competitive with regards to recruitment and retention of qualified individuals. Currently, the CFO is responsible for a \$389,000,000 budget and directly supervises all HR functions for DPS. The increase of \$11,290 can be absorbed through current funding.

I appreciate your consideration on this request. If you have any questions, please feel free to contact Phillip Warriner and he can supply you with any additional information or clarification which you may need.

Sincerely,

A.J. Gary
Secretary
Arkansas Department of Public Safety



Department of Transformation and Shared Services
 Office of Personnel Management
 Request for Pool Position

Business Area	Department Name / Agency Name	Date
9913	DPS	11/22/2022

Position(s) to be Surrendered

Position/Item Number	Classification Title	Pay Grade	Class Code
22169011	Human Resources Administrator	GS12	R006C

Classification(s) Requested

Classification Title	Pay Grade	Class Code
Chief Fiscal Officer	GS15	A139C

I hereby certify that:

- A. The position requested is critical to the operation of this Agency and a detailed justification for this request is attached. (Justification should be detailed and not less than one typed page in length.)
- B. Sufficient funds are available to fund this position at the requested grade.
- C. This is a full-time position that will not be used for any other purpose than that which is outlined in the attached narrative.
- D. The position to be surrendered is the highest grade position available and the loss of this position will not adversely affect the operation of this Agency.
- E. No current employee will be displaced by this action.

HR Administrator's Signature

Date

Department Secretary's Signature

11-22-22

Date