

**Department of Transformation and Shared Services**

Governor Sarah Huckabee Sanders

Secretary Joseph Wood

Director Kay Barnhill

June 19, 2023

ThxThe 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 the establishment of one (1) new classification and two (2) positions from the OPM growth pool established by Arkansas Code Annotated § 21-5-225. The classifications requested are listed below:

**POOL POSITION REQUESTED**

<b><u>CLASS CODE</u></b>	<b><u>TITLE</u></b>	<b><u>GRADE</u></b>	<b><u>SALARY RANGE</u></b>
U083U	DOC Chief Fiscal Officer	SE01	\$108,110 - \$147,200
NEW	DOC Applied Researcher	GS13	\$77,862 - \$112,899

**JUSTIFICATION**

The Arkansas Department of Corrections requests a new position classified as the DOC Chief Fiscal Officer, SE01, class code U083U. The DOC Chief Fiscal Officer will be charged with analyzing the department's budget on a monthly basis to ensure that expenditures remain within budgetary appropriations and develop strategies to swiftly resolve any discrepancies.

Additionally, the Department of Corrections also requests a new title of DOC Applied Researcher with a grade of GS13 from the OPM growth pool. The legislative obligation of the Protect Arkansas Act amends sentencing and parole laws, creates a legislative recidivism reduction task force, and requires the department to assess the influence and effectiveness of programs. The assessment required shall be conducted by an employee or contractor of the department who has doctoral-level education and experience in evaluating the efficacy of educational, training, and rehabilitative programs. The results of the assessments required shall be incorporated into the report on the "State of the Department" established by Arkansas Code Annotated § 25-43-403(d).

Office of Personnel Management

501 Woodlane Street, Suite 205 \* Little Rock, AR 72201 \* 501.682.1753

The Honorable Breanne Davis, Co-Chairperson  
The Honorable Mark Berry, Co-Chairperson  
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**RECOMMENDATION**

The Office of Personnel Management has reviewed this request from the Arkansas Department of Corrections and **recommends** the establishment of one (1) new classification and two (2) positions with the abovementioned titles and pay grades from the OPM growth pool. The cost of this request is approximately \$240,745 inclusive of salary, matching, and benefits. DOC guarantees that proper funding is available, and no inequities will result from these requests.

Your consideration of this request is greatly appreciated.

Kay Burdell 7/7/23  
STATE PERSONNEL DIRECTOR DATE

KB/ps:1-2



SARAH HUCKABEE SANDERS  
GOVERNOR

1869

ARKANSAS DEPARTMENT OF CORRECTIONS  
OFFICE OF THE SECRETARY

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

RECEIVED

JUN 28 2023



JOE PROFIRI  
SECRETARY

June 28, 2023

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

RE: Pool Positions Request

Ms. Barnhill,

The Protect Arkansas Act (The Protect Act) was passed by the Arkansas Legislature during the 2023 Legislative Session. The Protect Act amended sentencing and parole laws, created a legislative recidivism reduction task force, and has a requirement for the Department of Corrections to assess the impact and efficacy of programs by a doctoral-level employee. Based on the sweeping changes brought about by this legislation, I have identified a variety of necessary changes to assist the Department in carrying out our duties.

In furtherance of this objective, I have identified two key positions that I need in place as soon as possible to assist in implementation of The Protect Act. The Department has sufficient funding to support these requests.

1. Effective management of the Department budget is paramount to the success of corrections in Arkansas. As a result, I am requesting restoration of the title of DOC Chief Fiscal Officer, SE01, class code U083U, with a salary range of \$108,100 to \$147,200. The cost of this request is approximately \$140,000 inclusive of salary and matching.
2. Due to the legislative requirement of the Protect Act to have a doctoral-level employee, I am requesting a new title of DOC Applied Researcher with a grade of GS13, with a salary range of \$77,862 to \$112,900. This position will enable the Department to employ a staff member with the necessary education and experience to rigorously evaluate educational, training, and rehabilitative programs. The cost of this request is approximately \$96,000 inclusive of salary and matching.

Your consideration of this request is appreciated.

Very truly yours,

Joe Profiri  
Secretary of Corrections



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

Business Area      Department Name / Agency Name      Date  
 9903      Department of Corrections      6.28.2023

**Position(s) to be Surrendered**

Position/Item Number      Classification Title      Pay Grade      Class Code

**Classification(s) Requested**

Classification Title	Pay Grade	Class Code
DOC Applied Researcher	GS13	N
DOC Chief Fiscal Officer	SE01	U083U

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

6/28/2023  
Date

Department Secretary's Signature

6/28/2023  
Date