



Department of Transformation and Shared Services

Governor Sarah Huckabee Sanders

Secretary Leslie Fiskens

March 13, 2024

The 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 Office of Prosecutor Coordinator for your review.

The Office of Prosecutor Coordinator is requesting three (3) pool positions from the OPM growth pool established by Arkansas Code Annotated §21-5-225(b)(1). The classifications requested are listed below.

CLASSIFICATIONS REQUESTED

<u>CLASS CODE</u>	<u>TITLE</u>	<u>GRADE</u>	<u># REQUESTED</u>	<u>SALARY RANGE</u>
T119C	Certified Facility Dog Handler II	GS06	2	\$36,155 - \$52,424
T120C	Certified Facility Dog Handler I	GS08	1	\$45,010 - \$65,264

JUSTIFICATION

The Office of Prosecutor Coordinator is requesting three (3) positions to be a part of the PAWS for Justice Program that was established in January 2022. Act 659 of 2023, the Protect Arkansas Act made the PAWS for Justice Program a state-funded program. This program utilizes court-certified facility dogs and handlers to provide a direct service to the victims of crimes throughout the State. The Office of Prosecutor Coordinator currently has three (3) authorized dog handlers that cover the state. The additional positions will allow the handlers to be more regionalized, which will cut down on travel expenses and reduce waiting time for each county to access the program. Approval of this request will result in an anticipated cost of \$201,203, including matching, with 100% paid from State Central Services funds.

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The Office of the Prosecutor Coordinator assures our office that it has the available funds to meet this request. OPM has reviewed the request and **recommends** the approval of three (3) growth pool positions.

Your consideration of this request is greatly appreciated.

Kay Powell

STATE PERSONNEL DIRECTOR

3/07/24

DATE

KB/nas:1-2

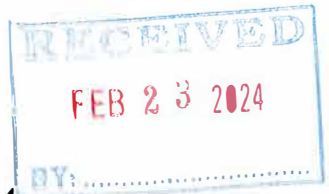
Positions Requested							
Business Area	# of Positions	Class Code	Title	Grade	Salary Range	*Estimated Cost	Funding Source(s) %
0028	2	T119C	Certified Facility Dog Handler II	GS06	\$36,155 to \$52,425	\$124,012	100% SCS
0914	1	T120C	Certified Facility Dog Handler I	GS08	\$45,010 to \$65,265	\$ 77,191.80	100% SCS
Total Estimated Cost of the New Positions including 40% match						\$	201,203.80
Total Cost to General Revenue							\$201,203

Total Estimated Cost to the Agency	\$201,203
Total Estimated Cost to General Revenue	\$201,203
Total Authorized Position Adjustment	3

* The Estimated Cost calculation is based upon the Midpoint of the salary range, plus 40% matching.

** The Estimated Savings calculation is based upon the exit salary plus 40% match, only if a position has been vacant less than 1 year from the date of the request. Otherwise, savings is solely based on \$6,600 provided to EBD for all budgeted positions.

2080



Bob McMahan
Prosecutor Coordinator

State of Arkansas
Office of the Prosecutor Coordinator

323 Center, Suite 750
Little Rock, Arkansas 72201
(501) 682-3671/Fax (501) 682-5004

Lori Kumpuris
Deputy Prosecutor
Coordinator

February 23, 2024

Kay Barnhill
State Personnel Director
Transformation and Shared Services, OPM
501 Woodlane, Suite 2050
Little Rock, Arkansas 72201

RE: Office of the Prosecutor Coordinator Growth Pool Position Request

Ms. Barnhill:

The Office of the Prosecutor Coordinator would like to request the establishment of three (3) positions from the Office of Personnel Management Growth Pool. The Positions being requested are listed below:

POSITIONS REQUESTED

BUSINESS AREA	# OF POSITIONS	CLASS CODE	TITLE	GRADE	SALARY RANGE	*EST COST	FUND SOURCE
0028	2	T119C	CERTIFIED FACILITY DOG HANDLER II	GS06	\$36,155 to \$52,425	\$124,012	SCS
0028	1	T120C	CERTIFIED FACILITY DOG HANDLER I	GS08	\$45,010 to \$65,265	\$77,191.80	SCS
<u>Total Estimated Cost of the New Positions including 40% match \$ 201,203</u>							
<u>Total Cost to State Central Services \$201,203 if all will be State Central Services Funded</u>							

The three additional positions would be part of the PAWS for Justice Program which was created in the Office of the Prosecutor Coordinator in January 2022. With the passage of the Protect Arkansas Act, Act 659 of 2023, the PAWS program became state funded. The program utilizes certified courthouse facility dogs and handlers to provide direct services to victims of crime throughout the State of Arkansas. These handlers devote 100% of their time related to the program goals and objectives.

Sincerely,

Bob McMahan
Prosecutor Coordinator

Cc: Camille Cooper



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

Business Area Department Name / Agency Name Date
0028 Office of the Prosecutor Coordinator 02/26/2024

Position(s) to be Surrendered

Position/Item Number	Classification Title	Pay Grade	Class Code
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Classification(s) Requested

Classification Title	Pay Grade	Class Code
Certified Facility Dog Handler II	GS06	T119C
Certified Facility Dog Handler II	GS06	T119C
Certified Facility Dog Handler I	GS08	T120C

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 *Tracy Lawrence*

Date *2/26/24*

Department Secretary's Signature *Robert Mahon*

Date *2/26/24*