



COL. MIKE A. HAGAR
Secretary

State of Arkansas
Governor Sarah Huckabee Sanders

DEPARTMENT OF PUBLIC SAFETY

1 State Police Plaza Drive
Little Rock, Arkansas 72209
Office: (501) 618-8235

October 16, 2024

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

RE: Special Compensation Plan for DPS

Ms. Barnhill:

The Arkansas Department of Public Safety (DPS), division of Arkansas State Crime Lab (ASCL) would like to request establishment of a special compensation plan to be utilized for forensic positions within DPS. The compensation plan will be used as a recruitment tool for new employees and as a reward for existing employees to stop the turnover that has been happening at the Crime Lab. In the past year, the lab has lost 25 science employees. The cost to train these employees is \$100,000 on average and can take up to 18 months. The \$5,000 lump sums will be given to defray some of the training costs by retaining already trained employees.

Eligibility:

All full-time employees who have scored as a “meets expectations” or higher on the performance evaluation and is in one of the below listed classifications will be eligible for the \$5,000 lump sum payments. New hires into the below classifications will be eligible for their \$5,000 bonus upon completion of their probationary period, which can range from 6 months to 18 months depending on discipline.

Class Code	Title	Grade
B019C	Forensic Administrator	GS11
B053C	Forensic Scientist	GS08
B052C	Forensic Specialist	GS07
B073C	Forensic Technician Supervisor	GS06
B094C	Forensic Technician	GS05
B111C	Laboratory Technician	GS04

Criteria:

Any employee receiving a lump sum payment will remain employed with the department for a term on one year after receipt of the bonus payment. If the employee resigns or is terminated prior to the year of service, the bonus award must be paid back to the department in its entirety within 180 days of separation. If the sum is not repaid in that timeframe, the department may pursue a setoff of any refunds due the employee from their state taxes pursuant to A.C.A. 26-36-301 et seq. Each employee in the above classifications is eligible for one special compensation award.

Cost:

The special compensation awards will be paid with existing agency funding and will bear an initial cost of \$210,000.

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I appreciate your consideration on this request. If you have any questions, please contact Phillip Warriner for any additional information or clarification.

Sincerely,

A handwritten signature in blue ink that reads "Col. Mike Hagar #225". The signature is written in a cursive style.

Colonel Mike Hagar
Secretary
Arkansas Department of Public Safety