



Department of Shared Administrative Services
Governor Sarah Huckabee Sanders
Secretary Leslie Fiskens

August 19, 2026

The Honorable Breanne Davis, Co-Chairperson
The Honorable Les Warren, 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 Warren:

The Office of Personnel Management (OPM) submits a request from the Arkansas Department of Corrections (DOC), Division of Post-Prison Transfer Board, for your review.

DOC is requesting one (1) position from the OPM growth pool established by Arkansas Code Annotated § 21-5-225(b). The classification requested is listed below:

CLASSIFICATION REQUESTED

<u>CLASS CODE</u>	<u>TITLE</u>	<u>GRADE</u>	<u># REQUESTED</u>	<u>SALARY RANGE</u>
LAT01C	Administrative Law Judge	SPC08	1	\$114,390 - \$169,298

JUSTIFICATION

DOC has requested the position above due to a substantial increase in workload resulting from federally mandated changes to the parole revocation process following the Fason v. Hamlet injunction. These requirements have added preliminary hearings, individualized screenings, and additional due process procedures, increasing monthly proceedings from approximately 374 to 932 cases. As of May 31, 2026, the Post Prison Transfer Board reported a backlog of 267 offenders awaiting final revocation hearings after probable cause was established. Revocation Hearing Judges serve in a critical public safety role, making independent legal decisions that directly affect offender liberty and community safety. Approval of an additional Administrative Law Judge position will help ensure timely case disposition, maintain compliance with federal requirements, and reduce the growing backlog. Approval of this request will result in an anticipated cost of approximately \$198,581 being funded through general revenue.

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OPM has reviewed the request and **recommends** the approval of one (1) growth pool position.
Your consideration of this request is greatly appreciated.

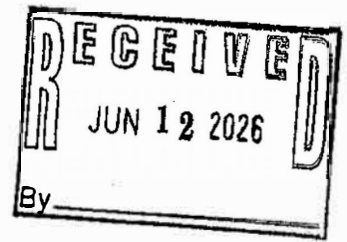
Sincerely,

A handwritten signature in black ink, reading "Kay Barnhill". The signature is written in a cursive, flowing style.

Kay Barnhill, Director
Office of Personnel Management



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ARKANSAS POST-PRISON TRANSFER BOARD

1302 Pike Avenue • Suite D • North Little Rock, AR 72114 • (501) 682-3850

Sarah Huckabee Sanders
Governor

Boyce Hamlet
Chairman

Internal Justification Memo

June 11, 2026

Subject: Increased Caseloads; Justification for Additional Revocation Hearing Judge

Purpose: This memo provides information regarding the increased caseloads being incurred by Revocation Hearing Judges (RHJs) of the Post-Prison Transfer Board (PPTB) and provides justification for an additional position to address this increased caseload.

Background

Arkansas statute authorizes RHJs that independently preside over revocation proceedings, dispose of cases, and issue binding decisions for revocation cases. Revocation proceedings involve constitutional due process and decisions that directly affect public safety and individual liberty. This role is currently being performed by three (3) Attorney III positions under the PPTB.

Independent Decision-Making Authority:

Revocation Hearing Judges exercise sole, binding authority in parole revocation decisions. Their decisions and dispositions are final, with no further recourse, aside from the board appellate process. RHJs act as sole decision-makers in revocation cases, directly affecting individual liberty and community safety. This independent decision-making role is a center point for the public safety of our state.

Job Requirements and Prior Scope of Duty:

The board requires that RHJs hold a Juris Doctorate and possess at least five years as a licensed attorney with experience in criminal justice and the courtroom. RHJs preside over evidentiary hearings, weigh testimony, interact with experienced criminal defense attorneys, apply complex statutory and constitutional law, and issue findings of fact and conclusions of law. They manage high caseloads under strict timelines where errors may lead to costly appeals, litigation, or wrongful imprisonment. RHJs must maintain strict neutrality and reflect a heightened ethical and professional responsibility. Their decisions must withstand judicial scrutiny and potential lawsuits, requiring precision and advanced legal skill. The Post-Prison Transfer Board also utilizes RHJs to serve as both the policy development staff and the legal review team for the Board. In addition to presiding over hearings, RHJs draft, interpret, and apply policies, and provide legal analysis on parole operational issues.



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Impact of Post-Injunction Changes:

Prior to March of 2026, the PPTB employed Arkansas Code § 16-93-705(e)(2) and precluded preliminary hearings by proceeding directly to a final revocation hearing within fourteen (14) days of service of a board warrant. This process created a timely disposition of revocation cases, while allowing due process requirements, such as cross-examination of witness, to be met. However, with the issuance of the federal injunction in *Fason v. Hamlet* in the Eastern District Court of Arkansas, there are additional processes that are required as part of these federal mandates. Most notably, this includes the requirements to:

- Conduct separate preliminary hearings in most revocation cases, which must allow the offender to bring evidence, present witnesses and cross-examine adverse witnesses during an initial probable cause hearing.
- Conduct "Individual Inquiries" as part of pre-revocation screenings to proactively determine—for all offenders—if they might qualify for state-appointed counsel, disability, language, or other accommodations, and if so, to create processes to screen for, deny, approve, track, and address any identified accommodations.

These additional proceedings and screenings have created a glut of new proceedings to be handled and disposed. The board has shifted certain responsibilities to other staff as much possible, but the overabundance of added cases and required processes have created an ever-growing backlog of revocation cases.

From March 18 to May 31, 2026, the Post-Prison Transfer Board has conducted:

- 885 Pre-Revocation Screenings
- 497 Preliminary Proceedings
- 175 Administrative Revocations
- 518 Waiver Eligibility Screenings
- 100 Final Revocation Hearings

As of May 31, 2026, there is a backlog of 267 offenders who have had a preliminary hearing where probable cause was found and are awaiting scheduling availability for a final revocation hearing.

For comparison, in calendar year 2025 the Post-Prison Transfer Board conducted the following average number of monthly revocation proceedings compared to the monthly averages for March 18 to May 31, 2026:



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2025 to 2026 COMPARISON	2025 Monthly Average	Post-Injunction Monthly Average
Administrative Revocation	73.92	58.33
Waiver Screenings	252.83	210.24
Final Hearings Conducted	47.33	44.76
Pre-Revocation Screenings	N/A	396.17
Preliminary Proceedings	N/A	222.48
TOTAL PROCEEDINGS	374.08	931.99

**This dataset does not include cases that were continued or rescheduled.*

Conclusion:

Revocation Hearing Judges carry responsibilities that are integral to public safety. They operate as independent decision-makers with the authority to decide which parolees remain in the community and which offenders to reincarcerate. The board has shifted certain responsibilities to other staff in an effort to manage this increased load, but the board, and our state, are still in need of a well-staffed corps of seasoned, well-qualified attorneys in the role of Revocation Hearing Judge who have—not just experience as a practitioner of general law—but multiple years of courtroom and criminal justice experience that will protect our state and make fair and impartial hearing decisions.

The Post-Prison Transfer Board humbly requests that an additional position be added to combat the ever-increasing backlog of impending, ongoing revocation cases that have been brought about by the federal injunction. The position needed is, preferably, Administrative Law Judge, which is the most functionally equivalent job class code, or an Attorney III position.

A handwritten signature in black ink, reading "Boyce Hamlet".

Boyce Hamlet, Chairman
Post-Prison Transfer Board

Positions Requested							
Business Area	# of Positions	Class Code	Title	Grade	Salary Range	*Estimated Cost	Funding Source(s) %
0323	1	LAT05P	Attorney III	SPC08	\$114,390 - \$169,298	\$141,844	100
Total Estimated Cost of the New Positions including 40% match						\$	198,581.60
Total Cost to General Revenue							

Positions Surrendered								
Business Area	Position Number	Class Code	Title	Grade	Date Vacated	Position Budgeted Y/N	**Estimated Savings	Funding Source(s) %
Total Estimated Savings							\$	-
Estimated Savings to General Revenue								

Total Estimated Cost to the Agency	\$	198,581.60
Total Estimated Cost to General Revenue	\$	-
Total Authorized Position Adjustment		

* 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.