Ex. B

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

November 18, 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 Public Safety (DPS), Division of State Police (ASP), 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 is listed below:

POSITION REQUESTED

BA	CLASS CODE	TITLE	GRADE	# REQUESTED	SALARY RANGE
0960	TCO04P	Construction Supervisor/Expert	SGS08	1	$63,086 - $93,367

POSITIONS SURRENDERED

POS #	CLASS CODE	TITLE	GRADE	POSITION NO.	SALARY RANGE
0960	TMA04P	Maintenance Supervisor/Expert	SGS06	22090160	$52,137 - $77,163
0960	PAS10P	Licensing Specialist	SGS02	22089862	$35,160 - $52,703

JUSTIFICATION

ASP is requesting the above surrender pool position to have on-site construction personnel to oversee construction projects at their facilities across the state. This position would plan, direct, and inspect construction, renovation, and repair projects for ASP statewide. This includes the construction of offices, dog kennels, building remodels, carpet and tile installation, handicap accessible ramps, and roof repairs. In addition to overseeing construction projects, the incumbent would supervise two maintenance staff employees who execute maintenance operations across all State Police facilities including: twelve State Police Headquarters, two substations, ASP facilities at the Governor's Mansion, the ASP Camp Robinson Training Facility, and one-hundred nine (109) AWIN tower sites. The ASP Maintenance Section is also tasked with operating the Inmate Services Program in coordination with the Department of Corrections. This program allows up to sixty-five (65) state inmates to work on maintenance projects for ASP. This program, coupled with the vast scope of the Maintenance Section, requires an additional level of supervision which necessitates the request for the Construction Supervisor/Expert position from the surrender pool. Approval of this request will result in an additional cost of approximately $6,678 in General Revenue. The department certifies that they have the funding and appropriation for this request.

OPM has reviewed the request and **recommends** the approval of the surrender pool position.

Your consideration of this request is greatly appreciated.

Sincerely,

Kay Barnhill

Kay Barnhill, Director
Office of Personnel Management

KB/sw:1-2

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By

State of Arkansas
Governor Sarah Huckabee Sanders

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

COL. MIKE A. HAGAR
Secretary

October 22, 2026

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

RE: Pool Position

Ms. Barnhill:

The Arkansas Department of Public Safety (DPS), division of Arkansas State Police (ASP) would like to request a pool position from the OPM Surrender/Swap pool in accordance with ACA 21-5-225. Below are the positions being surrendered and the classification being requested:

Positions Requested

Business Area	# of Positions	Class Code	Title	Grade	Salary Range	*Estimated Cost	Funding Source(s) %
0960	1	TCO04P	Construction Supervisor/Expert	SGS08	$63,086 - $93,367	$ 88,320.00	GR
Total Estimated Cost of the New Positions including 40% match						$	88,320.00
Total Cost to General Revenue						$	88,320.00

Positions Surrendered

Business Area	Position Number	Class Code	Title	Grade	Date Vacated	Position Budgeted Y/N	**Estimated Savings	Funding Source(s) %
0960	22090160	TMA04P	Maintenance Supervisor/Expert	SGS06	filled	Y	$ 73,722.00	GR
0960	22089862	PAS10P	Licensing Specialist	SGS02	8/13/2023	Y	$ 7,290.00	GR
Total Estimated Savings							$	81,012.00
Estimated Savings to General Revenue							$	81,012.00

Total Estimated Cost to the Agency	**$**	**7,308.00**
Total Estimated Cost to General Revenue	**$**	**7,308.00**
Total Authorized Position Adjustment		**1**

The ASP Maintenance Section is requesting a Construction Supervisor/Expert position. The position would plan, direct and inspect construction, renovation and repair projects at ASP facilities across the state, and it would oversee the section's

two other maintenance positions. The amount and range of construction work the section handles calls for a position whose main duty is construction supervision.

The Maintenance Section maintains twelve State Police Headquarters, two substations, the Governor's Mansion, the ASP Camp Robinson Training Facility and 109 AWIN tower sites. At the AWIN tower sites, the section performs building maintenance, AC unit repair and generator upkeep. The section also runs the Inmate Services Program. Up to sixty-five Arkansas Department of Correction inmate trustees are housed at the Maintenance Compound, and those trustees are the section's labor force. Because trustees perform the work on every project, each project needs a supervisor who can plan it, direct the crew, keep the crew working safely, and confirm the finished work meets standard.

The Construction Supervisor oversees new construction, renovation and repair projects, including:

- Construction of offices from layout and material planning through completion and final inspection.
- Construction of dog kennels, built to be durable, sanitary, and secure.
- Remodeling existing facilities is sequenced so offices can keep operating during construction.
- Carpet installation: floor preparation, measurement, material ordering and quality of the finished installation.
- Tile installation: surface preparation, layout, setting and finishing.
- Handicap accessible ramps built to accessibility requirements so facilities can be used by visitors and employees with disabilities.
- Roof repairs: work at height that requires close supervision of crew safety and protects buildings and equipment from water damage.

On each project, the Construction Supervisor defines the scope of work, takes measurements, prepares material lists and cost estimates, and orders materials. The position schedules projects across facilities statewide and coordinates with each facility's command staff so operations continue during construction. It assigns trustee crews, directs the work on site, enforces safe work practices, and inspects the work at each stage and on completion. When several projects run at once, it sets priorities and moves crews and materials where they are needed.

As ASP experiences turnover in the Inmate Services Program, this position trains new inmates in welding, auto mechanics and communication tower maintenance. Because the crew changes as trustees leave, training is ongoing. The position also performs building and carpentry work itself.

Under the proposed structure, the Construction Supervisor oversees the other two maintenance positions. One supervisor would set project priorities, assign work to both positions and the trustee crews, and hold all construction and repair work to the same standard. Facility commanders and ASP administration would also have a single point of contact for construction requests and project status. This creates a more efficient workflow and process for state maintenance.

Based on the maintenance and construction requirements, ASP is requesting to make one a Construction Supervisor and to have it oversee the other two positions. This will create a more efficient workflow and process for state maintenance.

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

Sincerely,

Col. Mike A. Hagar #126

Colonel Mike Hagar
Secretary
Arkansas Department of Public Safety