



STATE OF ARKANSAS
**Department of Finance
 and Administration**

OFFICE OF PERSONNEL MANAGEMENT
Administrator's Office
 1509 West Seventh Street, Suite 201
 Post Office Box 3278
 Little Rock, Arkansas 72203-3278
 Phone: (501) 682-1823
 www.dfa.arkansas.gov

June 18, 2019

Senator David Wallace, Co-Chairperson
 Representative Jim Wooten, Co-Chairperson
 Uniform Personnel Classification and
 Compensation Plan Subcommittee
 Arkansas Legislative Council
 State Capitol Building, Room 315
 Little Rock, Arkansas 72201

Dear Co-Chairs:

The Office of Personnel Management (OPM) submits a request for the continuation of all previously approved hazardous duty differentials for FY20 for the Arkansas Department of Correction, Department of Community Correction, Department of Human Services and the Health Department. The requested differentials for continuation are attached.

The Arkansas Department of Correction also requests continuation of the 6% Maximum Security Incentive Differential Pay approved in FY19 for other hazardous duty pay that an employee may be eligible for. This subsequent differential will only be paid while an employee continues to work in certain approved areas and has regular exposure of at least 85% of the work time with clear, direct, and unavoidable hazards from inmates who are in units classified as Maximum Security.

The following classifications are eligible for the Maximum Security Incentive Differential Pay:

TITLE	CLASS CODE	GRADE	PAY RANGE
ADC/DCC Food Preparation Manager	T059C	GS05	\$32,405- \$46,987
ADC/DCC Correctional Officer I	T083C	GS04	\$39,046- \$42,116
ADC/DCC Corporal	T075C	GS05	\$32,405- \$46,987
ADC/DCC Correctional Sergeant	T065C	GS06	\$36,155- \$52,424
ADC/DCC Food Preparation Supervisor	T070C	GS04	\$39,046- \$42,116
ADC/DCC Lieutenant	T054C	GS07	\$40,340- \$58,493
ADC/DCC Major	T033C	GS10	\$56,039- \$81,256
ADC/DCC Captain	T048C	GS09	\$50,222- \$72,821

The total estimated cost of the hazardous duty differential in FY19 was \$7,301,601 and affected approximately 3,775 state employees. After review of the requests, the Office of Personnel

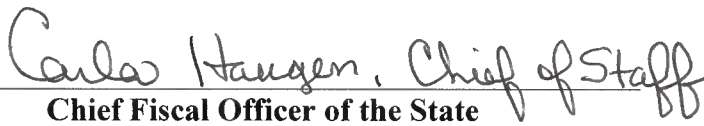
Senator David Wallace, Co-Chairperson
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June 18, 2019
Page 2 of 2

The total estimated cost of the hazardous duty differential in FY19 was \$7,301,601 and affected approximately 3,775 state employees. After review of the requests, the Office of Personnel Management **recommends** the approval of the continuation of these previously approved hazardous duty differentials for FY20. Your consideration of this request is greatly appreciated.

Sincerely,



Kay Barnhill
State Personnel Administrator



Chief Fiscal Officer of the State

JUN 04 2019

Date

KB/sd:1-2

HAZARDOUS DUTY DIFFERENTIAL SPREADSHEET FY20

Agency	Class Code	Title	Pay Grade	Pay Range	Approved %	FY19 Cost	Positions Affected
Department of Correction	T059C	ADC/DCC Food Preparation Manager	GS05	\$32,405- \$46,987	10%	\$46,613	17
Department of Correction	T083C	ADC/DCC Correctional Officer I	GS04	\$29,046- \$42,116	10%	\$48,870	28
Department of Correction	T075C	ADC/DCC Corporal	GS05	\$32,405- \$46,987	10%	\$4,263,761	2024
Department of Correction	T065C	ADC/DCC Correctional Sergeant	GS06	\$36,155- \$52,424	10%	\$1,734,977	675
Department of Correction	T070C	ADC/DCC Food Preparation Supervisor	GS04	\$29,046- \$42,116	10%	\$54,644	78
Department of Correction	T054C	ADC/DCC Lieutenant	GS07	\$40,340- \$58,493	10%	\$444,769	153
Department of Correction	T048C	ADC/DCC Captain	GS09	\$50,222- \$72,821	10%	\$178,329	52
Department of Correction	T033C	ADC/DCC Major	GS10	\$56,039- \$81,256	10%	\$83,823	23
Department of Community Correction	T092C	DCC Parole/Probation Officer I	GS05	\$32,405- \$46,987	10%	\$0	0
Department of Community Correction	T093C	DCC Parole/Probation Officer II	GS06	\$36,155- \$52,424	10%	\$18,258	7
Department of Community Correction	T045C	DCC Parole/Probation Officer	GS07	\$40,340- \$58,493	10%	\$27,815	11
Department of Community Correction	X042C	DCC Parole/Probation Assistant Area Manager	GS08	\$45,010- \$65,264	10%	\$5,638	2
Department of Community Correction	G222C	ADC/DCC Internal Affairs Administrator	GS09	\$50,222- \$72,821	10%	\$4,099	1
Department of Community Correction	M059C	ADC/DCC Advisor	GS05	\$32,405- \$46,987	6%	\$14,201	7
Department of Community Correction	T075C	ADC/DCC Corporal	GS05	\$32,405- \$46,987	6%	\$39,544	20
Department of Community Correction	T083C	ADC/DCC Correctional Officer I	GS04	\$29,046- \$42,116	6%	\$19,454	11
Department of Community Correction	T065C	ADC/DCC Correctional Sergeant	GS06	\$36,155- \$52,424	6%	\$22,300	10
Department of Community Correction	T059C	ADC/DCC Food Preparation Manager	GS05	\$32,405- \$46,987	6%	\$1,944	1
Department of Community Correction	T054C	ADC/DCC Lieutenant	GS07	\$40,340- \$58,493	6%	\$15,298	6
Department of Community Correction	T033C	ADC/DCC Major	GS10	\$56,039- \$81,256	6%	\$3,861	1
Department of Community Correction	M046C	ADC/DCC Treatment Coordinator	GS07	\$40,340- \$58,493	6%	\$5,497	2
Department of Community Correction	M021C	DCC Treatment Supervisor	GS08	\$45,010- \$65,264	6%	\$2,775	1

Department of Community Correction	M048C	Substance Abuse Program Leader	GS06	\$36,155- \$52,424	6%	\$7,386	3
Department of Human Services	M082C	Recreational Activity Leader I	GS01	\$22,000- \$31,900	8.75%	\$2,204	4
Department of Human Services	M076C	Recreational Activity Leader II	GS02	\$23,335- \$33,835	8.75%	\$8,976	20
Department of Human Services	T055C	Public Safety Officer	GS05	\$32,405- \$46,987	6.00%	\$681	37
Department of Human Services	M045C	Adult Protective Services Worker	GS06	\$36,155- \$52,424	8.75%	\$1,415	2
Department of Human Services	L082C	Certified Nursing Assistant	GS03	\$26,034- \$37,749	8.75%	\$154,695	330
Department of Human Services	M084C	Behavioral Health Aide	GS03	\$26,034- \$37,749	6.00%	\$880	56
Department of Human Services	L050C	Certified Respiratory Therapy Technician	GS08	\$45,010- \$65,265	2.75%	\$4,270	7
Department of Human Services	L066C	Rehabilitation Instructor	GS05	\$32,405- \$46,987	8.75%	\$13,115	28
Department of Human Services	B111C	Laboratory Technician	GS04	\$29,046- \$42,117	2.75%	\$1,158	1
Department of Human Services	L074C	Therapy Assistant	GS04	\$29,046- \$42,117	2.75%	\$2,466	3
Department of Human Services	L069C	Licensed Practical Nurse	GS06	\$36,155- \$52,424	8.75%	\$16,403	73
Department of Human Services	L062C	Licensed Practical Nurse Supervisor	GS07	\$40,340- \$58,493	8.75%	\$4,203	10
Department of Human Services	L036C	Nurse Instructor	MP02	\$71,403- \$99,964	8.75%	\$2,047	1
Department of Human Services	L038C	Registered Nurse	MP01	\$63,830- \$88,058	8.75%	\$18,563	17
Department of Human Services	L027C	Registered Nurse Supervisor	MP02	\$71,403- \$99,964	8.75%	\$21,032	17
Department of Human Services	L032C	Registered Nurse-Hospital	MP01	\$63,830- \$88,058	8.75%	\$3,792	35
Health Department	L038C	Registered Nurse	MP01	\$63,830- \$88,058	10%	\$1,845	1
TOTAL						\$7,301,601	3775

*For Cummins, EARU, MAX, & Varner Units ONLY



Arkansas Department of Correction

Director's Office
 6814 Princeton Pike
 Pine Bluff, Arkansas 71602-9411
 Phone: (870) 267-6200
 Fax: (870) 267-6244
 www.arkansas.gov/doc

May 17, 2019

Kay Barnhill, State Personnel Administrator
 Office of Personnel Management
 Department of Finance and Administration
 P. O. Box 3278
 Little Rock, AR 72203



Dear Ms. Barnhill:

The Arkansas Department of Correction is requesting to *continue* the hazardous duty pay of ten percent (10%) and the maximum security pay of six percent (6%) for the following positions at the Varner Unit, Cummins Unit, Maximum Security Unit, and the East Arkansas Regional Unit. We are requesting to *continue* the hazardous duty pay of six percent (6%) at all other units. Our Correctional Security and Food Service Staff are in high risk areas, supervising inmates and are always in potential risk of physical injury. These facilities must have Security and Food Service Staff twenty-four hours a day. These positions continue to have a high turnover rate (41.5% for 2018, and 423 vacancies in security as of April 30, 2019) due to the danger and hazardous environment that they work.

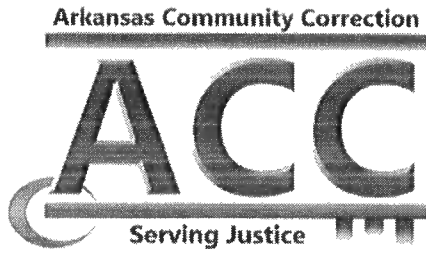
Hazardous Duty	ADC/DCC Food Preparation Supervisor, T070C, GS04	6%
Hazardous Duty	ADC/DCC Correctional Officer I, T083C, GS04	6%
Hazardous Duty	ADC/DCC Corporal, T075C, GS05	6%
Hazardous Duty	ADC/DCC Correctional Sergeant, T065C, GS06	6%
Hazardous Duty	ADC/DCC Food Preparation Manager, T059C, GS05	6%
Hazardous Duty	ADC/DCC Lieutenant, T054C, GS07	6%
Hazardous Duty	ADC/DCC Captain, T048C, GS09	6%
Hazardous Duty	ADC/DCC Major, T033C, GS10	6%

Upon approval of the continuation, employees in the above classifications who work at any of the units of our agency will be authorized to receive a hazardous duty differential of six percent (6%) and an additional six percent (6%) of maximum security incentive differential pay, and those at Varner, Cummins, Maximum Security, and East Arkansas Regional Units will be eligible for hazardous duty differential of up to ten percent (10%) currently paid at the Varner Unit.

This request would potentially make eligible approximately 3,057 incumbents if approved. The approximate cost would be \$6,968,203 for Hazardous Duty Differential and \$2,132,704 for Maximum Security Differential. We appreciate your assistance. Please contact us with any questions.

Sincerely,


 Wendy Kelley



Arkansas Community Correction

Two Union Nation Plaza Building
105 West Capitol, 3rd Floor
Little Rock, AR 72201-5731
(501) 682-9510 (501) 682-9513

May 21, 2019

Ms. Kay Barnhill
State Personnel Administrator
1509 West 7th
Little Rock, AR 72203



Dear Ms. Barnhill:

Arkansas Department of Community Correction (ACC) is requesting the continuation of the previously approved Hazardous Duty Differential with modification pursuant to Act 365 of 2017 for employees who are exposed to clear, direct, and unavoidable hazards during at least fifty percent (50%) of the work time and occupies one of the following classifications:

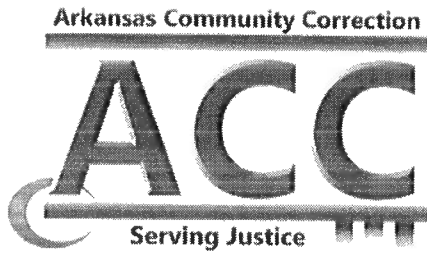
<u>Class Code</u>	<u>Title</u>	<u>Grade</u>	<u>%</u>
T092C	DCC Parole/Probation Officer I	GS05	up to 10%
T093C	DCC Parole/Probation Officer II	GS06	up to 10%
T045C	DCC Parole/Probation Officer	GS07	up to 10%
X042C	DCC Parole/Probation Asst. Area Manager	GS08	up to 10%
G222C	ADC/DCC Internal Affairs Administrator	GS09	up to 10%

Employees in these classifications are in direct contact with offenders at least eighty-five percent (85%) of the work time which requires these positions to be exposed to increased risk of personal injury.

Hazardous duty differential pay will only be paid while the employee continues to work in one of the approved positions. Thank you in advance for your consideration.

Respectfully,

Kevin Murphy
Director



Arkansas Community Correction

Two Union Nation Plaza Building
105 West Capitol, 3rd Floor
Little Rock, AR 72201-5731
(501) 682-9510 (501) 682-9513

May 21, 2019

Ms. Kay Barnhill
State Personnel Administrator
1509 West 7th
Little Rock, AR 72203



Dear Ms. Barnhill:

Arkansas Department of Community Correction (ACC) is requesting the continuation of the previously approved Hazardous Duty Differential with modification pursuant to Act 365 of 2017 for employees who are exposed to clear, direct, and unavoidable hazards during at least fifty percent (50%) of the work time and occupies one of the following classifications located in the Omega Supervision Sanction Center:

<u>Class Code</u>	<u>Title</u>	<u>Grade</u>	<u>%</u>
M059C	ADC/DCC Advisor	GS05	6%
T075C	ADC/DCC Corporal	GS05	6%
T083C	ADC/DCC Correctional Officer I	GS04	6%
T065C	ADC/DCC Correctional Sergeant	GS06	6%
T059C	ADC/DCC Food Preparation Manager	GS05	6%
T070C	ADC/DCC Food Preparation Supervisor	GS04	6%
T054C	ADC/DCC Lieutenant	GS07	6%
T033C	ADC/DCC Major	GS09	6%
M046C	ADC/DCC Treatment Coordinator	GS07	6%
M021C	DCC Treatment Supervisor	GS08	6%
M048C	Substance Abuse Program Leader	GS06	6%

Employees in these classifications are in direct contact with offenders at least eighty-five percent (85%) of the work time which requires these positions to be exposed to increased risk of personal injury.

Hazardous duty differential pay will only be paid while the employee continues to work in one of the approved positions. Thank you in advance for your consideration.

Respectfully,

Kevin Murphy
Director

Agency	Differential Type	Position	Percentage	Total Cost	Number of Positions	Number of Possible Positions	Comments
ACC	Certification	SUBSTANCE ABUSE PROGRAM LEADER	6%	\$ 73,984.81	32	47	
ACC	Certification	DCC TREATMENT SUPERVISOR	6%	\$ 14,357.93	5	6	
ACC	Certification	DCC TREATMENT ADMINISTRATOR	6%	\$ 4,599.45	1	1	
ACC	Certification	DCC ASST TREATMENT PROGRAM MGR	6%	\$ 23,798.41	8	8	
ACC	Certification	ADC/DCC TREATMENT COORDINATOR	6%	\$ 26,439.34	10	14	
ACC	Certification	ADC/DCC ADVISOR	6%	\$ 105,572.61	51	134	
ACC	Hazardous	SUBSTANCE ABUSE PROGRAM LEADER	6%	\$ 7,386.09	3	3	
ACC	Hazardous	DCC TREATMENT SUPERVISOR	6%	\$ 2,774.87	1	1	
ACC	Hazardous	DCC PAROLE/PROBATION OFFICER	6%	\$ 27,815.17	11	12	
ACC	Hazardous	DCC PAROLE/PROBATION OFFICER II	6%	\$ 18,257.55	7	7	
ACC	Hazardous	DCC PAROLE/PROBATION OFFICER I	6%	\$ -	0	0	
ACC	Hazardous	DCC PAROLE/PROBATION ASST AREA MGR	6%	\$ 5,637.50	2	2	
ACC	Hazardous	ADC/DCC TREATMENT COORDINATOR	6%	\$ 5,496.70	2	2	
ACC	Hazardous	ADC/DCC MAJOR	6%	\$ 3,860.53	1	1	
ACC	Hazardous	ADC/DCC LIEUTENANT	6%	\$ 15,298.43	6	6	
ACC	Hazardous	ADC/DCC INTERNAL AFFAIRS ADMINISTRATOR	6%	\$ 4,099.17	1	1	
ACC	Hazardous	ADC/DCC FOOD PREPARATION SUPERVISOR	6%	\$ 5,811.92	3	4	
ACC	Hazardous	ADC/DCC FOOD PREPARATION MANAGER	6%	\$ 1,944.30	1	1	
ACC	Hazardous	ADC/DCC CORRECTIONAL SERGEANT	6%	\$ 22,300.20	10	11	
ACC	Hazardous	ADC/DCC CORPORAL	6%	\$ 39,544.35	20	20	
ACC	Hazardous	ADC/DCC CORRECTIONAL OFFICER I	6%	\$ 19,453.54	11	18	
ACC	Hazardous	ADC/DCC ADVISOR	6%	\$ 14,201.29	7	9	
ACC	Geographic	DCC PAROLE/PROBATION OFFICER	6%	\$ 106,323.01	42		Will decline as these employees leave the agency.
ACC	Geographic	DCC PAROLE/PROBATION OFFICER II	6%	\$ 6,689.66	3		
ACC	Geographic	DCC PAROLE/PROBATION ASST AREA MGR	6%	\$ 23,533.94	8		
ACC	Geographic	DCC PAROLE/PROBATION AREA MANAGER	6%	\$ 3,883.50	1		



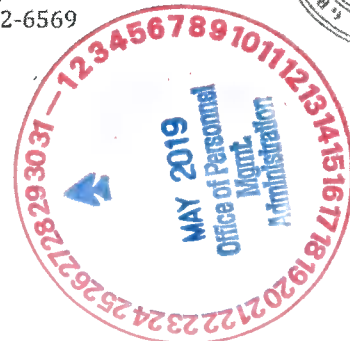
Office of Human Resources

P.O. Box 1437, Slot W301 · Little Rock, AR 72203-1437
501-682-6499 · Fax: 501- 682-6569



May 24, 2019

Mr. Larry W. Walther, Director
Department of Finance and Administration
Office of Personnel Management
1509 West 7th Street
Little Rock, Arkansas 72203



RE: Continuation of Hazardous Duty Differential for FY 2020

Mr. Walther:

In accordance with Act 365 of the 2019 Regular session, section 21-5-221, the Department of Human Services is requesting permission to continue its use of the Hazardous Duty pay differential. We are not requesting any changes to our current utilization procedures.

Hazardous duty pay continuance is for the same classifications at the Arkansas Health Center and the Arkansas State Hospital pursuant to ACA 21-5-221 (c) (1) which states:

Hazardous duty differential of up to ten percent (10%) may be authorized for the increased risk of personal physical injury for an employee occupying a certain identified high-risk position if the:

- (A) Position classification is determined to be physically hazardous due to location, facility, services provided, or other factors directly related to the duty assignment of the positions; and
(B) Employee's regularly assigned work schedule exposes him or her to clear, direct, and unavoidable hazards during at least fifty percent (50%) of the work time and the employee is not compensated for the hazardous exposure.

The Arkansas State Hospital is asking to pay ten percent (10%) for staff who is working on the Adolescent Acute unit. They shall not receive the differential when they are not working on this unit. The Arkansas Health Center is asking to continue to pay six (6%) hazardous for any staff member who works on the Aspen, Cedar, Elm, and Willow acute units. Just like the State Hospital, staff only receives this differential when they physically work in these units only.

Should further information be required, please contact me at 320-6250. Statistical injury reports are attached for your review.

Sincerely,

Damian Hicks (handwritten signature)

Damian Hicks
DHS Chief Human Resources Officer



Arkansas Department of Health

4815 West Markham Street • Little Rock, Arkansas 72205-3867 • Telephone (501) 661-2000

Governor Asa Hutchinson

Nathaniel Smith, MD, MPH, Director and State Health Officer

May 22, 2019

Ms. Kay Barnhill, State Personnel Administrator
Department of Finance and Administration
Office of Personnel Management
1509 West 7th Street
Little Rock, Arkansas 72203



Re: Continuation of Geographical Compensation for Registered Nurses, Licensed Practical Nurses, Nurse Practitioners, Nursing Clinic Coordinators, and ADH Area Nursing Directors, and Hazardous Duty for ADH Area Nursing Directors, Registered Nurses, and Licensed Practical Nurses for FY20.

Dear Ms. Barnhill:

The Arkansas Department of Health is requesting approval for continuation of the previously approved geographical differential for the following classifications:

L038C	Registered Nurses	MP01
L069C	Licensed Practical Nurses	GS06
L018N	Nurse Practitioner	MP04
L022C	Nursing Clinic Coordinator	MP02
L017C	ADH Area Nursing Director	MP02

Our agency is also requesting hazardous duty for the following classifications:

L017C	ADH Area Nursing Director	MP02
L038C	Registered Nurses	MP01
L069C	Licensed Practical Nurses	GS06

The Arkansas Department of Health needs to ensure that we are able to recruit and retain qualified applicants in specific geographic areas of the state and be able to compensate those employees that experience an increased risk of personal physical injury. We understand that upon leaving their classifications they would lose the differentials.

Thank you for your help in this matter and if you need additional information, please contact me at (501) 683-5749.

Sincerely

Tracy D. Bradford,
ADH Chief Human Resources Officer
Arkansas Department of Health

Cc: Ann Purvis, ADH Deputy Director, Administration