

SUPPLEMENTAL AGENDA
Suspension of the Rules Request
ALC/Personnel Subcommittee

Tuesday, November 12th, 2019
11:00 am, Room B, MAC

- A. Obtain Pool Positions from OPM Surrender Pool
 - 1. Arkansas Department of Corrections



Department of Transformation and Shared Services

Governor: Asa Hutchinson

Secretary: Amy Feehan

Director: Kay Barnhill

November 12, 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 from the Department of Corrections for emergency consideration.

The Board of Corrections did not meet until after the November deadline for the regular submission of business to the committee. During that meeting, the board approved for the department to submit the request before the committee today. The department requests that the committee take up its pool position request by suspension of the rules due to the timing of the board's meeting and the urgent need to move offenders from county jails in the Texarkana area to the Texarkana Community Correction Center.

Your approval of this request is greatly appreciated.

Sincerely,

Kay Barnhill
DFA Personnel Administrator

Secretary of Transformation & Shared Services

11/07/19

Date

Office of Personnel Management

1515 West 7th Street, Suite 201 • Little Rock, AR 72201 • 501.632.1021



Department of Transformation and Shared Services

Governor Amy Hutchinson

Secretary Amy Fochler

Director Kay Bernhill

November 12, 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 from the Department of Corrections for your review:

The Department of Corrections requests eight (8) pool positions from the OPM surrender pool established by Ark. Code Ann. §21-5-225(a)(1). The requested authorized classifications for the eight (8) pool positions along with the ten (10) positions being surrendered are listed below:

<u>CLASSIFICATION REQUESTED</u>	<u>PAY GRADE</u>	<u>SALARY RANGE</u>
(5) T075C, ADC/DCC Corporal	GS05	\$32,405 - \$46,987
(2) M059C, ADC/DCC Advisor	GS05	\$32,405 - \$46,987
(1) D079C, Computer Support Technician	IT02	\$37,266 - \$54,035

<u>POSITIONS SURRENDERED</u>	<u>CLASS CODE</u>	<u>CLASSIFICATION TITLE</u>	<u>PAY GRADE</u>	<u>SALARY RANGE</u>
#22083208	T081C	Commissary Manager	GS03	\$26,034 - \$37,749
#22083292	T081C	Commissary Manager	GS03	\$26,034 - \$37,749
#22083401	T081C	Commissary Manager	GS03	\$26,034 - \$37,749
#22083402	T081C	Commissary Manager	GS03	\$26,034 - \$37,749
#22125228	T081C	Commissary Manager	GS03	\$26,034 - \$37,749
#22142946	T081C	Commissary Manager	GS03	\$26,034 - \$37,749
#22083118	C073C	Administrative Specialist II	GS03	\$26,034 - \$37,749
#22083663	C073C	Administrative Specialist II	GS03	\$26,034 - \$37,749
#22083930	C073C	Administrative Specialist II	GS03	\$26,034 - \$37,749
#22083493	X128C	Correct Unit Accred Specialist	GS05	\$32,405 - \$46,987

Office of Personnel Management

1509 West 20th Street, Suite 201 • Little Rock, AR 72201 • 501-482-1320

Senator David Wallace, Co-Chairperson
Representative Jim Wooten, Co-Chairperson
November 12, 2019
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JUSTIFICATION

This request is part of a department plan to open fifty (50) additional beds at the Texarkana Community Corrections Center. Currently, the department houses offenders in county jails within the Texarkana area. In order to move these offenders out of county jails, freeing up county jail beds for local use, the department needs additional Corporal and Advisor staff at the Texarkana center. The department is also requesting a Computer Support Technician to both serve the expanded Texarkana facility and provide regional service to other offices in Southwest Arkansas. The Board of Corrections recently privatized commissary operations, so the surrendered commissary positions are no longer necessary.

The salary and match costs for these positions at the entry, 15% above entry, and 30% above entry levels are as follows:

Entry + Match	15% Above Entry + Match	30% Above Entry + Match
\$365,164	\$413,891	\$462,617

RECOMMENDATION

The Office of Personnel Management has reviewed this request from the Department of Correction and recommends approval of these eight (8) pool positions. The Department guarantees our office that it possesses sufficient funding to support this surrender pool position request.

Your approval of this request is greatly appreciated.

Sincerely,



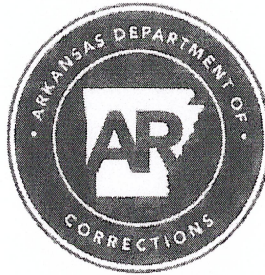
Kay Barnhill
DFA Personnel Administrator



Secretary of Transformation & Shared Services

11/07/19
Date

KB/jlh: 1-2



Office of the Secretary

6814 Princeton Pike
Pine Bluff, AR 71602
Phone: (870) 267-6200
Fax: (870) 267-6244

November 8, 2019

Ms. Kay Barnhill
State Personnel Administrator
1509 West Seventh Street
Little Rock, Arkansas 72201


Dear Ms. Barnhill,

The Division of Community Corrections' November 5, 2019 request for five (5) ADC/DCC Corporal positions T075C GS05, two (2) ADC/DCC Advisors positions M059C GS05, and one (1) Computer Support Technician D079C IT02, from the Central Growth Pool followed approval by the Board of Corrections on November 4, 2019 to open fifty (50) additional beds at the Community Correction Center in Texarkana, Arkansas. The exchange of positions results in a cost savings of \$2,610.00 plus matching benefits for Community Correction's.

The Department's County Jail backup continues to rise, and the number of offenders awaiting a bed in the Supervision Sanction Program (SSP) has grown to an all-time high of 405. (This time last year the backup was only eighty (80) offenders.) This program is currently at the Omega Unit in Malvern, but this will allow for an additional program in Texarkana for fifty (50) of these offenders waiting to serve their sanction in this treatment program. Best practice is that sanctions are carried out as quickly as possible.

Lowering the county jail backup will improve public safety and allow an additional 50 offenders to receive treatment in a timely manner. Public safety is the Department's top priority and the approval of this request will assist with the safety for our citizens.

Sincerely,


Wendy Kelley
Secretary

<http://DOC.Arkansas.gov>
<http://DOC.Arkansas.gov>

Position #	Position Title	Class Code	Grade	Salary	Position Title Requested	Class Code	Grade	Salary	
22083493	Correctional Unit Accreditation Specialist	X128C	GS05	\$32,405.00	Computer Support Technician	D079C	IT02	\$37,266.00	
22083118	Administrative Specialist II	C073C	GS03	\$26,034.00	ADC/DCC Corporal	T075C	GS05	\$32,405.00	
22083663	Administrative Specialist II	C073C	GS03	\$26,034.00	ADC/DCC Corporal	T075C	GS05	\$32,405.00	
22083930	Administrative Specialist II	C073C	GS03	\$26,034.00	ADC/DCC Corporal	T075C	GS05	\$32,405.00	
22083208	Commissary Manager	T081C	GS03	\$26,034.00	ADC/DCC Corporal	T075C	GS05	\$32,405.00	
22083292	Commissary Manager	T081C	GS03	\$26,034.00	ADC/DCC Corporal	T075C	GS05	\$32,405.00	
22083401	Commissary Manager	T081C	GS03	\$26,034.00	ADC/DCC Advisor	M059C	GS05	\$32,405.00	
22083402	Commissary Manager	T081C	GS03	\$26,034.00	ADC/DCC Advisor	M059C	GS05	\$32,405.00	
22125228	Commissary Manager	T081C	GS03	\$26,034.00					
22142946	Commissary Manager	T081C	GS03	\$26,034.00				\$264,101.00	
				\$266,711.00				Cost Savings	\$2,610.00