



December 15, 2021

The Honorable David Wallace, Co-Chairperson
The Honorable David Hillman, Co-Chairperson
Uniform Personnel Classification and
Compensation Plan Subcommittee
Joint Budget Committee
State Capitol Building, Room 315
Little Rock, Arkansas 72201

Dear Senator Wallace and Representative Hillman:

The Office of Personnel Management (OPM) submits a request from the Department of Corrections for your review.

The Arkansas Department of Corrections (DOC) is requesting to implement a Salary Administration Grid for its staff in security, treatment/mental health, and probation/parole positions. The class codes, titles, and grades requested to receive the Salary Administration Grid are listed below:

Table with 3 columns: CLASS CODE, TITLE, GRADE. Rows include positions like DCC CORRECTIONAL SERGEANT (GS06), DCC PAROLE/PROBATION OFFICER II (GS06), DCC FOOD PREPARATION SUPERVISOR (GS06), etc.

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JUSTIFICATION

The Arkansas Department of Corrections (DOC) expresses their concern regarding tenured GS06 staff earning less than GS05 new hires pending implementation of the Salary Administration Grid for GS01-GS05. For example, a newly hired GS05 DOC Corporal T075C with no experience will earn a base salary of \$39,696 per year. The new base salary is more than the annual salary of the GS06 DOC Correctional Sergeants T065C, which require two years' experience in Corrections. DOC desires to structure the GS06-GS10 Salary Administration Grid identical to the GS01-GS05 Salary Administration Grid approved through the Legislative Council. The intention is to start the grid at 15% above base, with a 5% increase between the career levels as outlined below:

| <u>Years of Service Security & Field Services & Treatment/Mental Health</u> | | | | | |
|--|----------------------|----------------------|------------------------|------------------------|---------------------------|
| <u>GRADE</u> | <u>0-4.99</u> | <u>5-9.99</u> | <u>10-14.99</u> | <u>15-19.99</u> | <u>20 and over</u> |
| GS06 | \$41,578.00 | \$43,656.90 | \$45,839.75 | \$48,131.73 | \$50,538.32 |
| GS07 | \$46,391.00 | \$48,710.55 | \$51,146.08 | \$53,703.38 | \$56,388.55 |
| GS08 | \$51,761.00 | \$54,349.05 | \$57,066.50 | \$59,919.83 | \$62,915.82 |
| GS09 | \$57,755.00 | \$60,642.75 | \$63,674.89 | \$66,858.63 | \$70,201.56 |
| GS10 | \$64,444.00 | \$67,666.20 | \$71,049.51 | \$74,601.99 | \$78,332.08 |

RECCOMENDATION

The Office of Personnel Management has reviewed the request for the implementation of the Salary Administration Grid for DOC staff in security, treatment/mental health, and probation/parole positions. The estimated cost of this request is \$9,059,476 in addition to the \$18,434,427 for the GS01-GS05 Salary Administration Grid. The estimated cost of implementing both GS01-GS05 and GS06-GS10 Salary Administration Grids is \$27,493,903. Your consideration of this request is greatly appreciated.

Sincerely,

Kay Barnhill, Director
Office of Personnel Management



12/2/2021

SECRETARY OF TRANSFORMATION & SHARED SERVICES

DATE

#1075



OFFICE OF THE SECRETARY

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November 17, 2021

Ms. Kay Barnhill
Director, Office of Personnel Management, TSS
501 Woodlane Street, Suite 205
Little Rock, AR 72201



Ms. Barnhill:

In June of 2021, Arkansas Legislative Council passed an updated salary grid for GS01-GS05 classifications. This grid raised employee salaries to mid-point of the compensation scale. Salary compression for tenured staff Department of Corrections (DOC) staff would be a result of only implementing the GS01-GS05 salary grid. An example of this compression is a newly hired GS05 DOC Corporal Class Code T075C with no experience will earn a base salary of \$39,696 per year. This new base salary is more than the annual salary several GS06 DOC Correctional Sergeants, Class Code T065C, which require two years' experience in Corrections. As a result, the DOC is requesting to implement Labor Market Rates for the following GS06-GS10 positions.

| Grade | Title | Classification Code |
|-------|---------------------------------|---------------------|
| GS06 | DOC CORRECTIONAL SERGEANT | T065C |
| GS06 | DCC PAROLE/PROBATION OFFICER II | T093C |
| GS06 | DOC FOOD PREPARATION SUPERVISOR | T070C |
| GS06 | SUBSTANCE ABUSE PROGRAM LEADER | M048C |
| GS07 | DOC LIEUTENANT | T054C |
| GS07 | DCC PAROLE/PROBATION OFFICER | T045C |
| GS07 | DOC FOOD PREPARATION MANAGER | T059C |
| GS07 | LICENSED SOCIAL WORKER | M026C |
| GS07 | SUBSTANCE ABUSE PROGRAM COORD | M023C |
| GS07 | REHAB FACILITY SUPERVISOR | L052C |
| GS08 | DOC CAPTAIN | T048C |

| | | |
|------|---------------------------------------|-------|
| GS08 | DCC PAROLE/PROBATION ASST AREA MGR | X042C |
| GS08 | LICENSED MASTER SOCIAL WORKER | M088C |
| GS08 | REHAB PROGRAM MANAGER | G121C |
| GS08 | LICENSED PROFESSIONAL COUNSELOR | M020C |
| GS09 | DOC MAJOR | T033C |
| GS09 | LICENSED CERTIFIED SOCIAL WORKER | M009C |
| GS09 | PSYCHOLOGICAL EXAMINER | L033C |
| GS10 | DCC PAROLE/PROBATION AREA MANAGER | X025C |
| GS10 | DOC DEPUTY WARDEN | T015C |

Labor Market Rates are needed to recruit and retain quality staff. The DOC wishes to structure the Labor Market Grid similar to the GS01 – GS05 grid approved through Legislative Council. The intention is to start the grid at 15% above base, with a 5% increase between the career levels as outlined below.

| Years of Service Security & Field Services & Treatment/Mental Health | | | | | |
|--|-------------|-------------|-------------|-------------|-------------|
| Grade | 0-4.99 | 5 - 9.99 | 10 - 14.99 | 15 - 19.99 | 20 and over |
| GS06 | \$41,578.00 | \$43,656.90 | \$45,839.75 | \$48,131.73 | \$50,538.32 |
| GS07 | \$46,391.00 | \$48,710.55 | \$51,146.08 | \$53,703.38 | \$56,388.55 |
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| GS10 | \$64,444.00 | \$67,666.20 | \$71,049.51 | \$74,601.99 | \$78,332.08 |

Your consideration of this request is appreciated.


Solomon Graves, Secretary of Corrections