



Department of Transformation and Shared Services

Governor Asa Hutchinson

Secretary Amy Fecher

Director Kay Barnhill

June 15, 2022

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 Arkansas Department of Commerce, Bank Department for your review. Bank Department is requesting one (1) growth pool position established by Ark. Code Ann. §21-5-225. The classification requested is listed below:

CLASSIFICATION REQUESTED

<u>CLASS CODE</u>	<u>TITLE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
D012C	Database Specialist	IT08	\$71,704 - \$103,970

JUSTIFICATION

The Bank Department is currently using four (4) positions within its IT section to provide IT support for its examination personnel. It has one (1) Bank IT Administrator and three (3) System Specialists. It needs a fifth position specifically responsible for maintaining database systems through a varied set of functions. Responsibilities will include identifying data processing needs, performing system analysis to determine needs of information system development, as well as examining current system flow requirements to determine the practicality of design approach for large-scale application systems. Additional responsibilities will include designing and subsequently integrating data solutions using database tables and queries, building web interfaces for user interaction with connections to back-end systems, preparing web interface connections to back-end databases and file repositories, as well as writing technical documentation related to function, communication, and security. This position will also be responsible for supporting internal agency personnel with data related problems and supplying general technical support. The cost for this growth pool position is approximately \$94,174.41.

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RECOMMENDATION

The Office of Personnel Management has reviewed this request from the Arkansas Department of Commerce, Bank Department and recommends approval of one (1) growth pool position authorized as D012C, Database Specialist. The agency guarantees our office that it possesses sufficient funding to support this growth pool position request.

Your consideration of this request is greatly appreciated.

Sincerely,



Kay Barnhill, Director
Office of Personnel Management



SECRETARY OF TRANSFORMATION & SHARED SERVICES

06/03/2022
DATE

KB/jlh:1-2



Arkansas State
Bank Department

1334



Michael Preston
Secretary of Commerce
Susannah T. Marshall
Bank Commissioner
Arkansas State Bank Department

May 2, 2022



Kay Barnhill, Director
Office of Personnel Management
501 Woodlane Ave, Ste 205
Little Rock, AR 72201

Dear Ms. Barnhill:

The mission of the Arkansas State Bank Department (ASBD), a Division of the Arkansas Department of Commerce, is to maintain the legal and regulatory structure for Arkansas' financial industry. The primary duty of the ASBD is to perform periodic examinations of state-chartered banks, bank holding companies, trust companies and other entities to determine safety and soundness, and compliance with laws and regulations. The department is fully funded by assessments paid by its supervised institutions.

Although the ASBD has operated with only a slight increase in staffing since FY14 (when we had 72 authorized positions) to FY22 (when we increased to 77 authorized positions by adding five examiner positions), the financial institutions that ASBD regulates have almost tripled their size during this time (from \$49 billion in FY14 to almost \$137 billion as of December 31, 2021). In addition, there are two recently approved bank mergers which increase assets under supervision by another \$9 billion. Despite the phenomenal growth in assets under supervision, the ASBD has worked diligently to ensure the effective use of its current budget and adhere to the Governor's shared goal of operating more efficiently.

The banking sector of the economy continues to evolve into a vastly more complex industry, and despite the level and trend of industry consolidation, total assets of Arkansas state-chartered banks have continued to flourish and grow. As of December 31, 2021, ASBD is the chartering agency responsible for the regulation of 73 commercial banks headquartered in Arkansas, in addition to supervising the bank holding companies of Arkansas state-chartered banks; the state-chartered trust company; the regional and county industrial development corporation; and the capital development company. The growth and expansion in Arkansas financial institutions has led to more frequent and complex examinations.

The Bank Department is currently in the process of filling four examiner positions, and when that occurs, 77 of our 78 authorized positions will be filled. In addition to the Bank Commissioner and two Deputy Commissioner positions, our 78 total authorized positions include 60 bank examiners and only 14 program support positions including legal, accounting, information technology (IT), and administrative support staff.

As the banking industry has evolved into a more complex industry, the technology that supports our industry has also increased in complexity. The IT skillsets necessary to support the field of bank examination has become increasingly technical, and the IT staff necessary to provide these functions also requires highly skilled and experienced technicians.

Kay Barnhill, Director
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The Bank Department has supported the same organizational structure in our IT department for over 30+ years with three IT positions including two IT06 Systems Specialist positions that are directly supervised by one IT08 Bank IT Administrator. Unfortunately, both of our current IT06 Systems Specialist positions (having 60 combined years with the Department) are retiring from state government on or around June 30, 2022, and we are now faced with the challenge of replacing both positions simultaneously. As we began preparing to backfill these positions, we quickly realized that for the Bank Department to be able to continue providing the IT support necessary to our examination staff, it is critical that we grow our IT staff by one position that has a specific skillset that includes implementing and maintaining database systems.

With this letter, the ASBD is seeking approval to utilize the OPM Growth Pool to establish one (1) IT08 (D012C) Database Specialist Position to support our IT Department during FY23. This position will work with our existing IT staff to assist in user related data problems, identify data processing needs and provide data solutions. The position will design and integrate data solutions using database tables and queries and will perform system analysis to determine the needs of information system development. The primary duties will include analyzing current systems as we migrate to new and emerging technologies, building web interfaces for user interaction with connections to back-end systems and preparing web interface connections to back-end databases and file repositories. The position will perform analysis and diagnostics to isolate the source of network, hardware and or software malfunctions and will analyze the user's current information flow requirements to determine the feasibility of design approach for diverse and large-scale application systems. The position will also draft technical documentation related to function, communication and security and support users with hardware and operating system support. This position will be responsible for completing very complex tasks requiring a high level of professional judgement and will make decisions carrying a high degree of responsibility.

The ASBD has the necessary budget and available funding to support this request both now and in future years, and our upcoming 2023-2025 Biennial Budget request will include a request to continue this position into the new biennium.

If additional information is needed, please contact Bank Chief Examiner, Jessica Wallace at 501-683-3214.

Sincerely,



Susannah T. Marshall
Bank Commissioner



Department of Transformation and Shared Services
 Office of Personnel Management
 Request for Pool Position

Business Area	Department Name / Agency Name	Date
0405	Department of Commerce / Bank Department	05-06-2022

Position(s) to be Surrendered

Position/Item Number	Classification Title	Pay Grade	Class Code
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Classification(s) Requested

Classification Title	Pay Grade	Class Code
Database Specialist	IT08	D012C

I hereby certify that:

- A. The position requested is critical to the operation of this Agency and a detailed justification for this request is attached. (Justification should be detailed and not less than one typed page in length.)
- B. Sufficient funds are available to fund this position at the requested grade.
- C. This is a full-time position that will not be used for any other purpose than that which is outlined in the attached narrative.
- D. The position to be surrendered is the highest grade position available and the loss of this position will not adversely affect the operation of this Agency.
- E. No current employee will be displaced by this action.

Jessica Wallace
 HR Administrator's Signature

05-06-2022
 Date

Department Secretary's Signature

Date